



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

**Date: Wednesday, 25 May 2022**  
**Time: 9:00am**  
**Location: Condobolin Council Chambers**

# **BUSINESS PAPER**

**Ordinary Council Meeting**

**25 May 2022**

## ***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 - 27 April 2022

**MINUTES OF LACHLAN SHIRE  
ORDINARY COUNCIL MEETING  
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS  
ON WEDNESDAY, 27 APRIL 2022 AT 2:00PM**

**PRESENT:** Mayor John Medcalf (OAM), Cr Judith Bartholomew, Cr Elaine Bendall, Cr Melissa Blewitt, Cr Dennis Brady, Cr Dave Carter, Cr Peter Harris, Cr Megan Mortimer, Deputy Mayor Paul Phillips, Cr Melissa Rees

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

**1 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**

Was delivered by Cr Harris

**2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

Nil

**3 CONFIRMATION OF MINUTES**

**RESOLUTION 2022/110**

Moved: Cr Peter Harris  
Seconded: Cr Dave Carter

That the minutes of the Ordinary Meeting held on 23 March 2022 be confirmed.

**CARRIED**

**4 MAYORAL MINUTE**

**4.1 MEETINGS AND FUNCTIONS - APRIL**

**RESOLUTION 2022/111**

Moved: Cr Peter Harris  
Seconded: Cr Dennis Brady

That Council

1. Read and note Mayoral Minute no R22/112.
2. Note that Councillor Rees attended the RSL Life Care ANZAC service on behalf of the Mayor as the Mayor was attending an CNSWJO meeting in Orange.

**CARRIED****5 PUBLIC FORUM**

Peter Skipworth – Ungarie to Lake Cargelligo Action Committee - Railway upgrade concerns

Mark Noonan, CatholicCare, – DA2021/47

Barbara Neilsson – Community hubs at the Lake, Lake Cargelligo

**6 DISCLOSURE OF INTEREST**

Councillor Brady declared a non-significant, non-pecuniary interest in Item 9.2 as his spouse Jennifer, works in Catholic education and is a member of the Condobolin Catholic Parish.

Councillor Melissa Blewitt declared a non-significant, non-pecuniary interest in Item 9.3 as her brother-in-law is the manager of Willowbend Sports Centre.

**7 GENERAL MANAGER****7.1 ACTIVE RESOLUTIONS - APRIL****RESOLUTION 2022/112**

Moved: Cr Melissa Rees

Seconded: Cr Peter Harris

That Council

1. Receive and note General Manager's report no R22/114.

**CARRIED****8 CORPORATE AND COMMUNITY SERVICES****8.1 COUNCILLOR SUPERANNUATION PAYMENTS FROM 1 JULY 2022.****RESOLUTION 2022/113**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That

1. The Director Corporate and Community Services Report R22/69 be formally received and noted.
2. Council agree to Superannuation Guarantee payments to Councillors from 1 July 2022, at the same rate as Superannuation paid on behalf of employees, providing all legislative requirements are met.

**CARRIED**

## 8.2 CORPORATE CREDIT CARD POLICY V3 REVIEW

### RESOLUTION 2022/114

Moved: Cr Peter Harris

Seconded: Cr Judith Bartholomew

That

1. The Director Corporate & Community Services Report R22/71 be received and noted.
2. Subject to any changes Council wishes to make being incorporated, the draft Corporate Credit Card Policy be adopted.

**CARRIED**

## 8.3 DONATIONS

### RESOLUTION 2022/115

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director of Corporate and Community Services Report No. R22/88 be received and noted.
2. Council provide a donation to:
  - a. Lucy Kirk – Speak Up Event
  - b. Wiradjuri Condobolin Corporation Pty Ltd for NAIDOC Week
3. Council decline to provide any further concession on SRA Hall and grounds hire to the Wiradjuri Condobolin Corporation.

**CARRIED**

### RESOLUTION 2022/116

Moved: Cr Melissa Blewitt

Seconded: Cr Peter Harris

That Council donate \$200 to Lucy Kirk – Speak Up Event

### RESOLUTION 2022/117

Moved: Cr Dennis Brady

Seconded: Cr Melissa Blewitt

That Council donate \$500 to Wiradjuri Condobolin Corporation Pty Ltd for NAIDOC Week

#### 8.4 BUSH BURSARY SCHOLARSHIP PROGRAM 2022

##### RESOLUTION 2022/118

Moved: Cr Megan Mortimer

Seconded: Cr Melissa Rees

That

1. The Director Corporate & Community Services Report No. R22/91 be received and noted
2. Council provide in principle support for the Bush Bursary program via:
  - (a) A financial contribution of \$3,300 including GST for the 2022/23 financial year; and
  - (b) In kind support to facilitate the local placements.
3. That Council write to the NSW Rural Doctors Network requesting information on any other programs that are running in order to support allied health professionals other than doctors.

**CARRIED**

#### 8.5 INVESTMENT POLICY REVIEW

##### RESOLUTION 2022/119

Moved: Cr Peter Harris

Seconded: Cr Elaine Bendall

That:

1. The Director Corporate & Community Services' Report No R22/94 be received and noted.
2. The Investment Policy be adopted as presented.

**CARRIED**

#### 8.6 PERMANENT ADDITIONAL SPECIAL VARIATION

##### RESOLUTION 2022/120

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

That

1. The Director Corporate and Community Services Report No. R22/95 be formally received and noted.
2. That Council make an application to the Independent Pricing and Regulatory Tribunal (IPART) under section 508(2) of the Local Government Act (1993) for a permanent Additional Special Variation of 1.8% including the population factor (0%) for the 22/23 FY and throughout the Long Term Financial Plan. This is 1.1% in addition to the IPART determination of a 0.7% rates peg including population factor (0%) for Lachlan Shire Council in relation to the 22.23FY.

3. In making this application for the Additional Special Variation, Council has undertaken an assessment against the current Long Term Financial Plan, which assumed a 1.8% Rate Peg for 22/23 and noted;
- (a) the additional income that Council will receive for the 22.23 financial year, if approved compared to that Rate Peg of 0.7% as determined by IPART in December 2021 totals \$77k and the additional income forecast to receive over the LTFP equates to approximately \$539k.
  - (b) is required to ensure Council's continuing financial sustainability and maintain the current levels of services and operations to the Lachlan Shire Council community.
  - (c) that Council has considered the impact on ratepayers and the community in the 2022/23 Operational Plan and future years and that the impact is reasonable.

**CARRIED**

Clr Blewitt asked for her name to be recorded against the resolution.

## **8.7 CUSTOMER REQUESTS - 31 MARCH 2022**

### **RESOLUTION 2022/121**

Moved: Cr Peter Harris  
Seconded: Cr Dave Carter

That:

1. The Director Corporate and Community Services Report No. R22/96 be received and noted.

**CARRIED**

## **8.8 INVESTMENTS AS AT 31 MARCH 2022**

### **RESOLUTION 2022/122**

Moved: Cr Peter Harris  
Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Corporate and Community Services Report No. R22/98 be received and noted.

**CARRIED**

## **9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT**

### **9.1 DEVELOPMENT DATA MARCH 2022**

#### **RESOLUTION 2022/123**

Moved: Cr Dave Carter

Seconded: Deputy Mayor Paul Phillips

That:

The Director Environment, Tourism and Economic Development Report No. R22/45 be received and noted.

**CARRIED**

Councillor Brady declared a non-significant, non-pecuniary interest in Item 9.2 as his spouse Jennifer, works in Catholic education and is a member of the Condobolin Catholic Parish.

## **9.2 DA2021/47 - TRANSITIONAL GROUP HOME**

### **RESOLUTION 2022/124**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Dennis Brady

That:

1. The Director of Environment, Tourism and Economic Development Report No. R22/100 be received and noted.
2. Council resolve to approve DA2021/47 in accordance with the Recommended Conditions of Consent provided in Attachment 2, including granting an exemption to the development levy under Council's Section 7.12 Contributions Plan.

In Favour: Crs John Medcalf, Paul Phillips, Elaine Bendall, Melissa Blewitt, Dennis Brady, Dave Carter, Peter Harris, Melissa Rees, Judith Bartholomew and Megan Mortimer

Against: Nil

**CARRIED**

Councillor Melissa Blewitt declared a non-significant, non-pecuniary interest in Item 9.3 as her brother-in-law is the manager of Willowbend Sports Centre.

## **9.3 FY21/22 PROJECT MONTHLY UPDATE FOR MARCH/APRIL**

### **RESOLUTION 2022/125**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director of Environment, Tourism and Economic Development Report No. R22/102 be received and noted.

**CARRIED**

**10 INFRASTRUCTURE SERVICES**

**10.1 FY21/22 ROADWORKS MONTHLY UPDATE FOR MARCH**

**RESOLUTION 2022/126**

Moved: Cr Peter Harris  
 Seconded: Cr Judith Bartholomew

That

1. The Director of Infrastructure Service Report No. R22/103 be received and noted.

**CARRIED**

**10.2 FY21/22 UTILITIES MONTHLY UPDATE FOR MARCH**

**RESOLUTION 2022/127**

Moved: Cr Peter Harris  
 Seconded: Cr Dave Carter

That

1. The Director Infrastructure Services Report No. R22/104 be received and noted.

**CARRIED**

**10.3 FY21/22 URBAN WORKS MONTHLY UPDATE FOR MARCH**

**RESOLUTION 2022/128**

Moved: Cr Judith Bartholomew  
 Seconded: Cr Megan Mortimer

That the Director Infrastructure Services Report No. R22/107 be received and noted.

**CARRIED**

**11 DEPUTATIONS**

Nil

**12 NOTICES OF MOTION**

**12.1 NOTICE OF MOTION - STORM DAMAGE, GRACE ST TO HOLT ST, LAKE CARGELLIGO**

**RESOLUTION 2022/129**

Moved: Deputy Mayor Paul Phillips



Seconded: Cr Judith Bartholomew

That Council

1. Consult with land owners re: major storm damage over several years from Grace Street to Holt Street running west to east – with it being very dangerous during storms and wild weather. There is water channel/erosion and a danger to public safety.

**CARRIED**

### **13 NOTICES OF RESCISSION**

Nil

### **14 DELEGATES REPORT**

#### **14.1 FEDERAL ROUND TABLE APH REPORT**

##### **RESOLUTION 2022/130**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That Council

1. Read and note Delegate's Report no R22/108.

**CARRIED**

### **15 CORRESPONDENCE**

#### **15.1 CORRESPONDENCE FOR THE MONTH OF APRIL**

##### **RESOLUTION 2022/131**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That Council

1. Read and note Correspondence Report no R22/113.

**CARRIED**

**16 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**17 PETITIONS**

Nil

Council paused for a break at 3:57pm

Council resumed at 4:13pm

**18 CLOSED SESSION****RESOLUTION 2022/132**

Moved: Cr Peter Harris

Seconded: Cr Dennis Brady

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 Lake Cargelligo mobile childcare**

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.

**18.2 Rates and Charges Donations - 2021/22**

This matter is considered to be confidential under Section 10A(2)b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

**18.3 Debt Recovery Update**

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

**18.4 Review of Council's Information Services Policies 2022**

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 Removal of Water Concessions and Exemptions**

This matter is considered to be confidential under Section 10A(2)b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

**18.6 Foster Street Upgrade - Tender Negotiations**

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**

**RESOLUTION 2022/133**

Moved: Deputy Mayor Paul Phillips  
 Seconded: Cr Melissa Blewitt

That Council moves out of Closed Council into Open Council.

**CARRIED**

**18.1 LAKE CARGELLIGO MOBILE CHILDCARE**

**RESOLUTION 2022/134**

Moved: Cr Peter Harris  
 Seconded: Deputy Mayor Paul Phillips

That

1. Director Corporate and Community Services Report No. R22/68 be formally received and noted.
2. Council provide direction on the mobile childcare services provided at Lake Cargelligo TAFE campus.
3. Council defer the report.
4. That Council write to TAFE in regards to working together to provide a secure gate and fencing at Lake Cargelligo TAFE.

**CARRIED**

**18.2 RATES AND CHARGES DONATIONS - 2021/22**

**RESOLUTION 2022/135**

Moved: Cr Peter Harris  
 Seconded: Cr Judith Bartholomew

That:

- 1) The Director of Corporate and Community Services Report No. R22/99 be received and noted.
- 2) Council determine the amount of any concession to be granted to the Uniting Church in Australia, Lake Cargelligo Parish
  - (i) Assessment number 1021331 - waste charge \$414
  - (ii) Assessment number 1023668 - waste charge \$414

**CARRIED**

**18.3 DEBT RECOVERY UPDATE**

**RESOLUTION 2022/136**

Moved: Cr Elaine Bendall

Seconded: Cr Peter Harris

That:

- 1) The Director of Corporate and Community Services Report No. R22/101 be received and noted.
- 2) Council provide authorisation to commence the process for Sale of Land for unpaid rates and water charges.

**CARRIED**

#### **18.4 REVIEW OF COUNCIL'S INFORMATION SERVICES POLICIES 2022**

##### **RESOLUTION 2022/137**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Peter Harris

That:

1. The Director of Corporate and Community Services Report No R22/97 be received and noted.
2. Council adopt the following operational policies:
  - Communications and Mobile Device Policy
  - Computer Systems and Equipment Use Policy
  - Email Policy
  - Internet Use Policy

**CARRIED**

#### **18.5 REMOVAL OF WATER CONCESSIONS AND EXEMPTIONS**

##### **RESOLUTION 2022/138**

Moved: Cr Peter Harris

Seconded: Cr Elaine Bendall

That:

- 1) The Director of Corporate and Community Services Report No. R22/111 be received and noted.
- 2) As per *clause 558 (1) (b) of the Local Government Act NSW 1993* and effective from 1 January 2022, Council resolves not to provide an exemption for water supply special rates on the following properties:
  - (i) Assessment number 1004698
  - (ii) Assessment number 1002769

- (iii) Assessment number 1047549
- 3) As per *Clause 558 (5) of the Local Government Act NSW 1993*, and effective 1 January 2022, Council resolves to remove any water consumption concession applied under the *Local Government 1993 NSW clause 558 (4)* on the following properties:
  - (i) Assessment number 1004698
  - (ii) Assessment number 1002769
  - (iii) Assessment number 1047549

**CARRIED**

## **18.6 FOSTER STREET UPGRADE - TENDER NEGOTIATIONS**

### **RESOLUTION 2022/139**

Moved: Cr Peter Harris  
Seconded: Cr Elaine Bendall

That

1. The Director Infrastructure Services Report R22/115 be received and noted.
2. Council confirm the Roads to Recovery budget commitment to enable the project to proceed.
3. Council resolve to accept the revised tender from Conseth Solutions Pty Ltd.
4. The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.

**CARRIED**

**The Meeting closed at 4:50pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25 May 2022.**

.....  
**CHAIRPERSON**

**4 MAYORAL MINUTE****4.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR FOR THE MONTH OF MAY****TRIM Number: R22/143****Author: Executive Assistant - General Management****MEETINGS AND FUNCTIONS**

30<sup>th</sup> April – Condobolin RSL Club, restaurant opening dinner function

4<sup>th</sup> May - Councillor Intensive Workshop, Committee Room, Condobolin

5<sup>th</sup> May - Meeting with Member for Barwon, Roy Butler MP (online meeting)

10<sup>th</sup> May - CNSWJO, Oversight of the Statement of Strategic Regional Priorities (SSRP) process subcommittee (online meeting)

11<sup>th</sup> May - Strategic Briefing, Council Chambers Condobolin and online

11<sup>th</sup> May - Meeting with the Minister for Lands and Water, the Hon. Kevin Anderson MP, Parliament House, Sydney

13<sup>th</sup> May - WaterNSW, Lake Cargelligo Embankment Upgrade Project Launch, Lake Cargelligo Boat Club, Liberty Park, Lake Cargelligo

13<sup>th</sup> May - Local Health District Council update, online meeting

20<sup>th</sup> May - Tullibigeal Debutante Ball, Tullibigeal Memorial Hall, Tullibigeal

23<sup>rd</sup> May - Country Mayor's Association Executive Meeting, online meeting

23<sup>rd</sup> May - Western Plains Regional Development Executive Meeting, online meeting

25<sup>th</sup> May - Ordinary Meeting of Council, Council Chambers, Condobolin

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That:

1. The Mayoral Minute Report No. R22/143 be received and noted.

**5 PUBLIC FORUM**

**WARWICK WOLFE – LACHLAN SCULPTURE TRAIL UPDATE**

**6 DISCLOSURE OF INTEREST**



**7 GENERAL MANAGER**

**7.1 LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2022**

**TRIM Number: R22/137**

**Author: General Manager**

**PURPOSE**

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

**BACKGROUND**

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

This categorisation determines the minimum and maximum annual fees that are payable to Councillors and the Mayor in accordance with Section 23 of the Local Government Act 1993.

**ISSUES AND COMMENTS**

The Local Government Remuneration Tribunal has determined an increase of 2.0% for Councillor and Mayor annual fees, effective from 1 July 2022. The minimum and maximum fees as prescribed by the Tribunal for 2022-23 are as follows:

	2021-22 PERMISSABLE ANNUAL FEES		Current Annual Fees	2022-23 PERMISSABLE ANNUAL FEES		Recommended Annual Fee	RECOMMENDED INCREASE	
	Minimum	Maximum		Minimum	Maximum		%	\$
COUNCILLOR	9,370	12,400	12,400	9,560	12,650	12,650	2.0%	250
MAYOR	9,980	27,060	27,060	10,180	27,600	27,600	2.0%	540

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

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

In 2021-22 Council resolved to pay the Deputy Mayor an allowance of \$2,950 per annum in accordance with this section of the Act.

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

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Council has adequately budgeted for the maximum amount of remuneration in its 2022-23 Operational Budget.

### **LEGAL IMPLICATIONS**

Pursuant to Section 241 of the Local Government Act 1993, the new annual fees are to be paid to the Mayor and Councillors effective from 1 July 2022. If Council does not set a fee the minimum recommended must be paid.

### **RISK IMPLICATIONS**

There are no significant risk implications.

### **STAKEHOLDER CONSULTATION**

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

### **OPTIONS**

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

### **CONCLUSION**

Council must now determine the annual fees and charges payable to Councillors and the Mayor for 2022-23. In addition, Council must determine if it wishes to continue to pay an annual fee to the Deputy Mayor, such amount to be deducted from the fee payable to the Mayor.

It is recommended Council adopt the maximum allowable annual fees and pay the Deputy Mayor an annual fee of \$3,009.00 deducted from the fee payable to the Mayor.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP No. 4.2 - Strong Effective Council.

### **ATTACHMENTS**

1. **NSW Remuneration Tribunal Determination 2022** [↓](#)

#### **RECOMMENDATION**

That

1. The General Manager's Report No. R22/137 be received and noted.
2. Council note advice regarding the 2022/2023 Determination of the Local Government Remuneration Tribunal relating to the annual fees for the Mayor and Councillors.
3. Council determine the annual fees for 2022/2023 to be:
  - (a) Mayor - \$27,600

- (b) Councillors - \$12,650
- (c) Deputy Mayor - \$3,009 (from the Mayoral fee)

# Local Government Remuneration Tribunal

Annual Report and  
Determination

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

**20 April  
2022**

[NSW Remuneration Tribunals website](#)

**Local Government Remuneration Tribunal****Contents**

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## Local Government Remuneration Tribunal

### Executive Summary

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

#### Categories

The Tribunal found the allocation of councils into the current categories appropriate. Criteria for each category is published in Appendix 1. These categories have not changed further to the extensive review undertaken as part of the 2020 review.

#### Fees

The Tribunal determined a 2 per cent per annum increase in the minimum and maximum fees applicable to each category.

**Local Government Remuneration Tribunal**

**Section 1 Introduction**

1. Section 239 of the LG Act provides that the Tribunal determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act, requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees without breaching the Government’s Wages Policy as per section 242A (3) of the LG Act.
5. The Tribunal’s determinations take effect from 1 July each year.

**Section 2 2021 Determination**

6. The Tribunal received 18 submissions which included 9 requests for re-categorisation. At the time of making its determination, the Tribunal had available to it the Australian Bureau of Statistics 25 March 2020 population data for FY2018-19. The Tribunal noted the requirement of section 239 of the LG Act that it must determine categories for councils and mayoral offices at least once every 3 years. It noted that the Tribunal had conducted an extensive review in 2020 and decided that the categories would next be considered in 2023.
7. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate. The Tribunal’s finding had regard to the 2020 review, the current category model and criteria and the evidence put forward in the received submissions.
8. In regard to fees, the Tribunal determined a 2 per cent per annum increase in the minimum and maximum fees applicable to each category.

**Section 3 2022 Review**

**Process**

9. In 2020, the categories of general purpose councils were determined as follows:

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

## Local Government Remuneration Tribunal

	<ul style="list-style-type: none"> <li>• Rural</li> </ul>
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10. The Tribunal wrote to all mayors or general managers and LGNSW on 14 October 2021 to advise of the commencement of the 2021 review and invited submissions regarding recategorisation, fees and other general matters. The Tribunal's correspondence advised that an extensive review of categories was undertaken in 2020 and, as this was only legislatively required every three years, consideration would be next be given in 2023. The correspondence further advised that submissions requesting to be moved into a different category as part of the 2022 review would require a strong case supported by evidence that substantiates that the criteria for the requested category is met.
11. Seven submissions were received from individual councils and one submission was received from LGNSW. The Tribunal noted that several of the submissions had not been endorsed by their respective councils. The Tribunal also met with the President, Chief Executive and Senior Manager of LGNSW.
12. The Tribunal discussed the submissions at length with the Assessors.
13. The Tribunal acknowledged previous and ongoing difficulties imposed by COVID19 and natural disasters on councils.
14. The Tribunal also acknowledged submissions from councils in regional and remote locations that raised unique challenges, such as travel and connectivity, experienced by mayors and councillors in those areas.
15. A summary of the matters raised in the received submissions and the Tribunal's consideration of those matters is outlined below.

### Categorisation

16. Five council submissions requested recategorisation. Three of these requests sought the creation new categories.

#### Metropolitan Large Councils

17. Penrith City Council acknowledged that categories were not being reviewed until 2023. However, the Council reiterated their previous year's position and contended that their claim for the creation of a new category of "Metropolitan Large – Growth Centre" continues to be enhanced through their leading role in the Western Sydney City Deal. Council's submission further stated that the participation in the Deal demonstrated the exponential growth that will occur in the Penrith Local Government Area.
18. Blacktown City Council requested the creation of a new category "Metropolitan Large – Growth Area". Council stated that the current criteria for "Metropolitan Large" does not reflect the Council's size, rate of growth and economic influence.

Council based its argument for a new category on the following grounds:

- Significant population growth. Current estimated population of 403,000 with an expected population of 640,000 in 2041.
- Blacktown being critical to the success of the Greater Sydney Region Plan while also being part of the fastest growing district for the next 20 years.
- 4th largest economy in NSW – as of 30 June 2020, Gross Regional Product (GRP) was \$21.98 billion, comparatively City of Parramatta was \$31.36 billion.
- Undertaking of several transformational projects to increase economy and services. Examples include the redesign of Riverstone Town Centre, Australian Catholic University establishment of an interim campus for up to 700 undergrads



## Local Government Remuneration Tribunal

with a permanent campus to open by 2024, the \$1 billion Blacktown Brain and Spinal Institute proposal and Blacktown International Sports Park Masterplan to provide a first-class multi-sport venue.

- Expansion in provision of services such as childcare, aquatic and leisure centres.
- Diversity of population.

### Non-Metropolitan Major Regional City Councils

19. Newcastle Council requested clarification regarding City of Newcastle's status as either Metropolitan or Regional, noting that while City of Newcastle is classified as a "Major Regional City", the Newcastle Local Government Area is often exempt from both regional and metropolitan grant funding due to inconsistencies in classification. Council sought review on the following grounds:

- Size of council area 187km<sup>2</sup> (in comparison of Parramatta Council 84km<sup>2</sup>).
- Physical terrain.
- Population and distribution of population.
- Nature and volume of business dealt with by Council.
- Nature and extent of development of City of Newcastle.
- Diversity of communities served.
- Regional, national and international significance of City of Newcastle.
- Transport hubs.
- Regional services including health, education, smart city services and public administration.
- Cultural and sporting facilities.
- Matters that the Tribunal consider relevant

### Regional Centre

20. Tweed Shire Council requested to be reclassified as a "Regional Strategic Area" on the following grounds:

- Proximity to the Gold Coast City and Brisbane.
- Proximity to Sydney via the Gold Coast airport.
- Tweed being the major population and city centre for the Northern Rivers Joint Organisation.
- Tweed being the largest employer and strongest growth area in the Northern Rivers.

### Non-Metropolitan Rural Councils

21. Murrumbidgee Council requested recategorisation to "Regional Rural" as they are a product of the merger of the former Jerilderie Shire Council and the former Murrumbidgee Shire Council. Council also suggested that the criteria for "Regional Rural" is amended to:

- Councils categorised as Regional Rural will typically have a minimum residential population of 20,000 or can demonstrate one of the following features...."
  - the product of the 2016 amalgamation where two or more Rural classified Local Governments Areas merged.

### Findings - categorisation

22. The Tribunal assessed each Council's submission and found that the current categories and allocation of councils to these categories remained appropriate. The Tribunal's findings had regard to the 2020 review, the current category model and

## Local Government Remuneration Tribunal

criteria and the evidence put forward in the received submissions.

23. Having regard to the requirements of sections 239 and 240 of the LG Act, the Tribunal did not find that any council's submission was strong enough for a change in category or for the creation of a new category.
24. The Tribunal did note, however, that some councils may have a better case for recategorisation at the next major review of categories in 2023.
25. The Tribunal was of the view that the 2023 determination and review of categories as required by s239 (1) of the LG Act will see more requests from councils for recategorisation and possible determination of new categories. The Tribunal and Assessors may benefit from visits to meet regional organisations of councils and direct opportunities for input from Mayors and general managers in this regard.

### Fees

26. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required by section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
27. Pursuant to section 146C(1)(a) of the IR Act, the current government policy on wages is expressed in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (IR Reg.). The IR Reg. provides that public sector wages cannot increase by more than 2.5 per cent per annum. The Tribunal therefore has the discretion to determine an increase of up to 2.5 per cent per annum.
28. Submissions that addressed fees sought an increase of a maximum of 2.5 per cent per annum or greater. These submissions raised issues such as comparative remuneration, cost of living and increasing workloads. One submission also suggested that higher fees are required to attract a higher standard of candidates to council roles.
29. The LGNSW submission contained 3 parts. The first part of the submission supported an increase of 2.5 per cent per annum in remuneration, but further argued that the maximum increase is inadequate and does not address the historical undervaluation of work performed by mayors and councillors, and the substantial expansion of their responsibilities and accountability in recently years. LGNSW used the following economic indexes and wage data in support of their argument:
  - Consumer price index (CPI)
  - National and state wages cases
  - Wage increases under the *Local Government (State) Award 2020*.
30. The second part of LGNSW's submission addressed inequity and impacts of low remuneration. It was supported by the research paper "Councillor perspectives on the (in)adequacy of remuneration in NSW local government: Impacts on well-being, diversity and quality of representation" (the "ANU Paper"), written by Associate Professor Jakimow of the Australian National University. A key finding of the ANU Paper was that "current remuneration levels are perceived as inadequately reflecting the extent and nature of council work." The finding was derived from the undertaking of

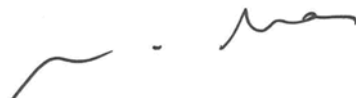
## Local Government Remuneration Tribunal

a survey of councillors and mayors. The paper suggests that there is a disconnect between workload and remuneration and this was identified as the most frequent argument for increasing the current rate.

31. The third and final part of LGNSW's submission compared the minimum and maximum rates of NSW mayor and councillor remuneration to the remuneration of directors and chairpersons of comparable government bodies and not-for-profits, mayors and councillors in Queensland and members of the NSW Parliament. The submission contended that NSW mayor and councillor remuneration is below that of their counterparts.
32. Following the most recent review by the Independent Pricing and Regulatory Tribunal (IPART) the amount that councils will be able to increase the revenue they can collect from rates will depend on their level of population growth. IPART has set a 2022-23 rate peg for each council, ranging from 0.7 to 5.0 per cent. IPART's rate peg takes into account the annual change in the Local Government Cost Index, which measures the average costs faced by NSW councils, in addition to a population factor based on each council's population growth.
33. Employees under the *Local Government (State) Award 2020* will receive a 2 per cent per annum increase in rates of pay from the first full pay period to commence on or after 1 July 2022.
34. The Tribunal has determined a 2 per cent per annum increase in the minimum and maximum fees applicable to each category.

### Conclusion

35. The Tribunal's determinations have been made with the assistance of Assessors Ms Kylie Yates and Ms Melanie Hawyes.
36. It is the expectation of the Tribunal that in the future all submissions have council endorsement.
37. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.
38. Determination 2 outlines the maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils as per section 241 of the LG Act.



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**Local Government Remuneration Tribunal**

Dated: 20 April 2022

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**Section 4 2021 Determinations**

**Determination No. 1 - Allocation of councils into each of the categories as per section 239 of the LG Act effective from 1 July 2021**

**Table 1: General Purpose Councils - Metropolitan**

<b>Principal CBD (1)</b>	<b>Major CBD (1)</b>
Sydney	Parramatta

<b>Metropolitan Large (12)</b>	<b>Metropolitan Medium (8)</b>
Bayside	Campbelltown
Blacktown	Camden
Canterbury-Bankstown	Georges River
Cumberland	Hornsby
Fairfield	Ku-ring-gai
Inner West	North Sydney
Liverpool	Randwick
Northern Beaches	Willoughby
Penrith	
Ryde	
Sutherland	
The Hills	

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

**Local Government Remuneration Tribunal**

**Table 2: General Purpose Councils - Non-Metropolitan**

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

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

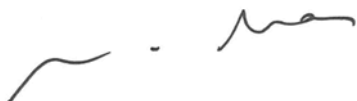
Rural (57)			
Balranald	Cootamundra-Gundagai	Junee	Oberon
Bellingen	Cowra	Kyogle	Parkes
Berrigan	Dungog	Lachlan	Snowy Valleys
Bland	Edward River	Leeton	Temora
Blayney	Federation	Liverpool Plains	Tenterfield
Bogan	Forbes	Lockhart	Upper Hunter
Bourke	Gilgandra	Moree Plains	Upper Lachlan
Brewarrina	Glen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

**Local Government Remuneration Tribunal**

<b>Rural (57)</b>	
	Yass

**Table 3: County Councils**

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



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**Local Government Remuneration Tribunal**

Dated: 20 April 2022

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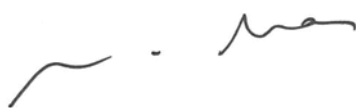
**Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2022**

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2022 as per section 241 of the *Local Government Act 1993* are determined as follows:

**Table 4: Fees for General Purpose and County Councils**

Category		Councillor/Member Annual Fee (\$) effective 1 July 2022		Mayor/Chairperson Additional Fee* (\$) effective 1 July 2022	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	28,750	42,170	175,930	231,500
	Major CBD	19,180	35,520	40,740	114,770
	Metropolitan Large	19,180	31,640	40,740	92,180
	Metropolitan Medium	14,380	26,840	30,550	71,300
	Metropolitan Small	9,560	21,100	20,370	46,010
General Purpose Councils - Non-Metropolitan	Major Regional City	19,180	33,330	40,740	103,840
	Major Strategic Area	19,180	33,330	40,740	103,840
	Regional Strategic Area	19,180	31,640	40,740	92,180
	Regional Centre	14,380	25,310	29,920	62,510
	Regional Rural	9,560	21,100	20,370	46,040
	Rural	9,560	12,650	10,180	27,600
County Councils	Water	1,900	10,550	4,080	17,330
	Other	1,900	6,300	4,080	11,510

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



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**Appendices**

**Appendix 1 Criteria that apply to categories**

**Principal CBD**

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

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

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

**Major CBD**

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

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

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

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



## Local Government Remuneration Tribunal

### Metropolitan Large

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

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

Other features may include:

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

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

### Metropolitan Medium

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

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

Other features may include:

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

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

**Local Government Remuneration Tribunal**

**Metropolitan Small**

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

Other features which distinguish them from other metropolitan councils include:

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

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

**Major Regional City**

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

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

**Major Strategic Area**

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

Other features may include:

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

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a

## Local Government Remuneration Tribunal

significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

### Regional Strategic Area

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

Other features may include:

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

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

### Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000.

Other features may include:

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

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

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### Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

### Rural

Councils categorised as Rural will typically have a residential population less than 20,000.

Other features may include:

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

### County Councils - Water

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

### County Councils - Other

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

**7.2 ACTIVE RESOLUTIONS - MAY**

**TRIM Number: R22/138**

**Author: Executive Assistant - General Management**

**PURPOSE**

To provide Council with details of Active Resolutions as at May 2022.

**SUPPORTING INFORMATION**

The active resolutions are attached.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 4.2 Strong effective and responsive Council

**ATTACHMENTS**

1. Attachment A [↓](#)

**RECOMMENDATION**

That:

1. The General Manager's report no R22/138 be received and noted.

**ACTIVE RESOLUTIONS AS AT 25 MAY 2022**

<p><b>LACHLAN SHIRE COUNCIL REPORT TO COUNCIL MEETING TO BE HELD ON 25 MAY 2022</b></p>
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**AUTHOR: GENERAL MANAGER**

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
APR 22	GM	<p><b>97/2022 NOTICE OF MOTION – ELECTION TERM</b></p> <p><b>RESOLVED THAT</b></p> <p>Lachlan Shire Council communicates with the Office of Local Government and the Minister for Local Government and seek support from Country Mayors with regards to extending the current Council election term to the normal four (4) year cycle with elections being held in September 2025. This will not only be a cost saving to NSW Councils but will also afford the opportunity for the newly elected councils to enact their Community Strategic plans over that period.</p> <p style="text-align: right;">Harris/Phillips</p>	COMPLETE	COMPLETE
JULY 21	GM	<p><b>123/2021 MAYORAL MINUTE – ELIZABETH MCGREGOR PLAQUE</b></p> <p><b>RESOLVED THAT:</b></p> <p>Council support the unveiling of a plaque for Elizabeth McGregor at Memorial Park Condobolin and agree to contribute a maximum of \$6,800 to the cost of the project as detailed in the request from the Operation Pilgrimage Group.</p> <p style="text-align: right;">Harris/Blewitt</p>	Ongoing	NOVEMBER 2022

MAY 22	ETED	<p><b>124/2022 DA2021/47 - TRANSITIONAL GROUP HOME</b></p> <p><b>RESOLVED THAT</b></p> <p>Council resolve to approve DA2021/47 in accordance with the Recommended Conditions of Consent provided in Attachment 2, including granting an exemption to the development levy under Council's Section 7.12 Contributions Plan.</p> <p><u>In Favour:</u> Crs John Medcalf, Paul Phillips, Elaine Bendall, Melissa Blewitt, Dennis Brady, Dave Carter, Peter Harris, Melissa Rees, Judith Bartholomew and Megan Mortimer</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">Phillips/Brady</p>	<p>DA approval documentation has been issued. COMPLETE</p>	<p>COMPLETE</p>
MAR 22	ETED	<p><b>75/2022 CONDOBOLIN AND DISTRICT HISTORICAL MUSEUM – EXTENSION TO MUSEUM AND DISPLAY ENHANCEMENTS PROJECT</b></p> <p><b>RESOLVED THAT</b></p> <p>Discussions be held with the Condobolin and District Historical Society regarding the project and determine how the available funds can be utilised and seek variations from the grant body to allow the funds to be spent.</p> <p style="text-align: right;">Mortimer/Bendall</p>	<p>Numerous attempts have been made to arrange a meeting with the Condobolin and District Historical Society regarding the project. Staff will continue to try and arrange the meeting before discussions are held with the grant body.</p>	<p>JUNE 2022</p>
AUGUST 21	ETED	<p><b>172/2021 DRAFT BUSHFIRE PRONE LAND MAP</b></p> <p><b>RESOLVED THAT</b></p> <p>Following receipt of the revised mapping from the NSW RFS, the revised draft Bush Fire Prone Land Map be placed on public exhibition for a minimum period of 28 days and public submissions be invited on the revised draft map.</p> <p>A further report be presented to Council, following the completion of the public exhibition period, detailing any submissions received during the public exhibition period and to allow Council to consider the adoption of the map prior to it being sent to the Commissioner of NSW RFS for review and certification.</p>	<p>As a result staff have met with the RFS and now have a revised map from the RFS. Due to the number of matters on public exhibition at the moment the exhibition of these draft maps has</p>	<p>JULY 2022</p>

			Harris/Brady	been deferred. Public exhibition is now proposed to be undertaken towards the end of May. A report will be provided to the Council meeting in July 2022.	
JUNE 21	ETED	<b>142/2021 UPDATE ON GOVERNMENT FLOOD PRONE LAND PACKAGE</b> <b>RESOLVED THAT</b> Council decide not to opt in to the new optional "special flood considerations" clause at this time.  A further report be presented to Council in relation to the implications for the new flood planning package.	Harris/Hall	A report will be provided to the Council meeting in June. Clarification and advice are being sought from Penrith City Council and an external consultant. The external consultant has not been able to assist with the advice but should be able to do so over the next few weeks.	JUNE 2022
JUNE 21	ETED	<b>141/2021 PLANNING PROPOSAL - AMENDMENT TO LACHLAN LOCAL ENVIRONMENTAL PLAN 2013 TO ALLOW AN ADDITIONAL PERMITTED USE FOR A "VEHICLE REPAIR STATION" AT 48 BROWNIES LANE, TOTTENHAM</b> <b>RESOLVED THAT</b> Council endorse the preparation and lodgement of a planning proposal to amend Lachlan Local Environmental Plan 2013, to have "Vehicle Repair Station" listed as an Additional Permitted Use in Schedule 1 at 48 Brownies Lane, Tottenham, being Lots 68, 69 and 162 DP 753968 that is currently zoned R5 Large Lot Residential.		The planning proposal has been lodged with DPE. A gateway determination has been issued and a number of matters have been clarified with DPE to allow public exhibition to commence. The planning proposal was on exhibition until 18 May 2022. Any submissions received during the notification	JULY 2022



		<p>3. Council approve the Planning Proposal for public authority consultation and public exhibition in accordance with any conditions imposed under the Gateway Determination.</p> <p>4. Council seek authority from the Department of Planning, Industry and Environment to exercise the delegation of all functions of the relevant local plan making authority under Section 3.36 of the Environmental Planning and Assessment Act 1979 to make the local environmental plan to put into effect the Planning Proposal.</p> <p>5. Authority be delegated to the General Manager to make any minor variations to the Planning Proposal, following receipt of the Gateway Determination.</p> <p>6. A further report be brought back to Council following the public exhibition of the Planning Proposal detailing any submissions received during the public exhibition period.</p> <p><u>In Favour:</u> Crs John Medcalf, Paul Phillips, Elaine Bendall, Melissa Blewitt, Dennis Brady, Mark Hall, Peter Harris, Melissa Rees and Brian Nelson</p> <p><u>Against:</u> Nil</p>	<p>period will be considered and a report will be tabled for Council's consideration.</p>	
MAY 21	ETED	<p><b>92/2021 HONOUR ROLL/ACKNOWLEDGEMENT BOARD</b></p> <p><b>RESOLVED THAT</b></p> <p>That an Acknowledgement Board project be considered, along with other meritorious projects, for a funding application under the Stronger Country Communities Fund – Round 4.</p> <p>Subject to Council approval, and a successful grant application for the Acknowledgement Board project, expressions of interest be invited from community members to assist with the determination of appropriate criteria for a person's name to be considered for inclusion on the board. The advisory group is also to make recommendations to Council on the initial list of people's names for inclusion on the board.</p> <p>A further report be presented to Council following determination of the project funding application.</p>	<p>The project was not supported by Council for funding under the Stronger Country Communities Fund – Round 4. Other funding opportunities will now need to be identified.</p>	JUNE 2022

			Harris/Brady	
DEC 20	ETED	<p><b>348/2020 DRAFT BUSH FIRE PRONE LAND MAP</b></p> <p><b>RESOLVED THAT</b></p> <p>Council adopt the recommendations of the report prepared by Integrated Consulting, as attached to this report.</p> <p>Following the completion of the tasks, recommended in Integrated Consulting's report, the draft Bush Fire Prone Land map be placed on public exhibition for a minimum period of 28 days (which will be extended over the Christmas period in accordance with the Community Participation Plan) and public submissions be invited on the draft map.</p> <p>A further report be presented to Council, following the completion of the public exhibition period, detailing any submissions received during the public exhibition period and to allow Council to consider the adoption of the plan prior to it being sent to the Commissioner of NSW RFS for review and certification.</p>	<p>Harris/Bendall</p>	<p>The draft Bush Fire Prone Land Map (BFPLM) was on public exhibition until 7 April 2021.</p> <p>Public submissions have been reviewed by Council officers and a response was sent in June to NSW RFS to review.</p> <p>NSWRFS have met with Council staff to provide further feedback.</p> <p>Council resolved to re-exhibit the draft maps once received from the NSW RFS before a report is presented to Council for consideration/ adoption of the draft maps.</p>

JULY 2022

			Updated maps have been received and public exhibition can now commence. The exhibition was delayed, for the reasons outlined above. A report will be provided to Council in July.	
SEPT 20	ETED	<p><b>PLANNING PROPOSAL-AMENDMENT OF LACHLAN LOCAL ENVIRONMENTAL PLAN 2013 TO INCLUDE MURRIN BRIDGE</b></p> <p><b>RESOLVED THAT</b></p> <p>Council endorse the preparation and lodgement of a planning proposal to amend Lachlan Local Environmental Plan 2013 to include the Murrin Bridge area.</p> <p>Council approve the Planning Proposal for public authority consultation and public exhibition in accordance with any conditions imposed under the Gateway Determination.</p> <p>Council seek authority from the Department of Planning, Industry and Environment to exercise the delegation of all functions of the relevant local plan making authority under Section 3.36 of the Environmental Planning and Assessment Act 1979 to make the local environmental plan to put into effect the Planning Proposal.</p> <p>Authority be delegated to the General Manager to make any minor variations to the Planning Proposal, following receipt of the Gateway Determination.</p> <p>A further report be brought back to Council following the public exhibition of the Planning Proposal detailing any submissions received during the public exhibition period.</p> <p style="text-align: right;">Hall/Phillips</p>	<p>Discussions were held with representatives of the Department of Planning, Industry and Environment. They advised that a Planning Proposal may not be required and undertook an internal review to determine if this was the case. DPIE advised that this could not be done and that we needed to proceed with a Planning Proposal. The Planning Proposal was lodged with DPIE under PP2022-0169. DPIE have now advised that it can be done and we are working with DPIE and Cobar Shire Council to complete the administrative tasks to include Murrin Bridge into Lachlan LEP 2013.</p>	JUNE 2022

<p>FEB 20</p>	<p>ETED</p>	<p><b>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.</b></p> <p><b>RESOLVED THAT</b></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>The Minister for Local Government has approved Council undertaking pre-acquisition procedures and the additional procedures to address Native Title in relation to the land. Proposed Acquisition Notices (PANs) will now be issued to the relevant parties in accordance with the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>.</p> <p>Meetings were held in early February with a company that specialises in Crown land matters to determine whether they can provide any assistance in this matter. That company has now been engaged by Council and is progressing the acquisition.</p>	<p>DECEMBER 2022</p>
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FEB 18	ETED	<p><b>28/18 LAKE CARGELLIGO WASTE FACILITY – LAND ACQUISITION RESOLVED THAT:</b>                  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> <p>Refer to resolution above. The matter above needs to be resolved before the acquisition process can continue.</p>	DECEMBER 2022
DEC 2017	ETED	<p><b>326/17 HERITAGE COMMITTEE MEETING 22 NOVEMBER 2017 RESOLVED THAT:</b>                  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 &amp; Jim Thomas for</p>	<p>Melrose Homestead – funds acquitted.                  Cemetery funds acquitted. Ervin – works not complete and funds now no longer available. The Heritage Advisor has provided a quote for the</p>	2022– Progressive delivery and completion.

		restoration works at Melrose Homestead, and \$2,000 to the Tottenham & Albert Cemetery Committee for headstone restoration.  Rees/ Frankel	preparation of the CCMP for \$9,900. The Heritage Advisor was initially to prepare the plan for Condobolin in December 2018. However the heritage advisor was focused on the completion of the Beech Periscope in Memorial Park and ensuring that Council submitted applications for a number of grants which were available in the heritage space, including the grant for the Aboriginal Heritage Study. The Heritage Advisor visited Tottenham, Albert and Fifield cemeteries in May 2020. Draft Plans for Albert, Tottenham, Tullibigeal and Fifield have been provided by the Heritage Advisor and are being reviewed by Council Officers.	
MAY 22	C&CS	<b>138/2022 REMOVAL OF WATER CONCESSIONS AND EXEMPTIONS RESOLVED THAT</b> As per <i>clause 558 (1) (b) of the Local Government Act NSW 1993</i> and effective from 1 January 2022, Council resolves not to provide an exemption for water supply special rates on the following properties:  Assessment number 1004698  Assessment number 1002769	PROVIDED TO REVENUE STAFF TO ACTION.  COMPLETE	COMPLETE

		<p>Assessment number 1047549</p> <p>As per <i>Clause 558 (5) of the Local Government Act NSW 1993</i>, and effective 1 January 2022, Council resolves to remove any water consumption concession applied under the <i>Local Government 1993 NSW clause 558 (4)</i> on the following properties:</p> <p>Assessment number 1004698</p> <p>Assessment number 1002769</p> <p>Assessment number 1047549</p> <p style="text-align: right;">Harris/Bendall</p>		
MAY 22	C&CS	<p><b>137/2022 REVIEW OF COUNCIL'S INFORMATION SERVICES POLICES 2022</b></p> <p><b>RESOLVED THAT</b></p> <p>Council adopt the following operational policies:</p> <p>Communications and Mobile Device Policy</p> <p>Computer Systems and Equipment Use Policy</p> <p>Email Policy</p> <p>Internet Use Policy</p> <p style="text-align: right;">Phillips/Harris</p>	<p>Relevant staff advised.</p> <p>Training to be provided to OMT by Acting IS Manager.</p> <p>COMPLETE</p>	COMPLETE
MAY 22	C&CS	<p><b>136/2022 DEBT RECOVERY DATE</b></p> <p><b>RESOLVED THAT</b></p> <p>Council provide authorisation to commence the process for Sale of Land for unpaid rates and water charges.</p> <p style="text-align: right;">Bendall/Harris</p>	<p>Relevant staff advised.</p> <p>COMPLETE</p>	COMPLETE
MAY 22	C&CS	<p><b>135/2022 RATES AND CHARGES DONATIONS – 2021/22</b></p> <p><b>RESOLVED THAT</b></p> <p>Council determine the amount of any concession to be granted to the Uniting Church in Australia, Lake Cargelligo Parish</p> <p>Assessment number 1021331 - waste charge \$414</p> <p>Assessment number 1023668 - waste charge \$414</p> <p style="text-align: right;">Harris/Bartholomew</p>	<p>Paid \$414 to assessment numbers 1021331 and 1023668 on the 29 April 2022</p> <p>Complete</p>	COMPLETE

MAY 22	C&CS	<p><b>134/2022 LAKE CARGELLIGO MOBILE CHILDCARE</b>  <b>RESOLVED THAT</b>                  Council provide direction on the mobile childcare services provided at Lake Cargelligo TAFE campus.                  Council defer the report.                  That Council write to TAFE in regards to working together to provide a secure gate and fencing at Lake Cargelligo TAFE.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Report deferred while further investigation carried out. Relevant staff advised. Update provided to Councillors at May strategic briefing.</p> <p>In progress</p>	In progress
MAY 22	C&CS	<p><b>120/2022 PERMANENT ADDITIONAL SPECIAL VARIATION</b>  <b>RESOLVED THAT</b>                  That Council make an application to the Independent Pricing and Regulatory Tribunal (IPART) under section 508(2) of the Local Government Act (1993) for a permanent Additional Special Variation of 1.8% including the population factor (0%) for the 22/23 FY and throughout the Long Term Financial Plan. This is 1.1% in addition to the IPART determination of a 0.7% rates peg including population factor (0%) for Lachlan Shire Council in relation to the 22.23FY.                  In making this application for the Additional Special Variation, Council has undertaken an assessment against the current Long Term Financial Plan, which assumed a 1.8% Rate Peg for 22/23 and noted;</p> <p>(a) the additional income that Council will receive for the 22.23 financial year, if approved compared to that Rate Peg of 0.7% as determined by IPART in December 2021 totals \$77k and the additional income forecast to receive over the LTFP equates to approximately \$539k.</p> <p>(b) is required to ensure Council's continuing financial sustainability and maintain the current levels of services and operations to the Lachlan Shire Council community.</p>	<p>ADDITIONAL SPECIAL VARIATION APPLICATION SUBMITTED TO IPART 29/4/22.</p> <p>OUTCOME DUE NOT LATER THAN 21 JUNE 2022.</p> <p>COMPLETE</p>	COMPLETE



		(c) that Council has considered the impact on ratepayers and the community in the 2022/23 Operational Plan and future years and that the impact is reasonable.  Harris/Carter		
MAY 22	C&CS	<b>119/2022 INVESTMENT POLICY REVIEW</b> <b>RESOLVED THAT</b> The Investment Policy be adopted as presented.  Harris/Bendall	Relevant staff advised. Governance Officer to provide training to OMT team. COMPLETE	COMPLETE
MAY 22	C&CS	<b>118/2022 BUSH BURSARY SCHOLARSHIP PROGRAM 2022</b> <b>RESOLVED THAT</b> Council provide in principle support for the Bush Bursary program via:  (a) A financial contribution of \$3,300 including GST for the 2022/23 financial year; and  (b) In kind support to facilitate the local placements.  That Council write to the NSW Rural Doctors Network requesting information on any other programs that are running in order to support allied health professionals other than doctors.  Mortimer/Rees	Email sent 16 May 2022 Budget 22.23.updated Complete	COMPLETE
MAY 22	C&CS	<b>115/2022 DONATIONS</b>  <b>RESOLUTION 2022/1</b> Moved: Cr Melissa Blewitt Seconded: Cr Peter Harris  That Council donate \$200 to Lucy Kirk – Speak Up Event  <b>RESOLUTION 2022/2</b> Moved: Cr Dennis Brady Seconded: Cr Melissa Blewitt  That Council donate \$500 to Wiradjuri Condobolin Corporation Pty Ltd for NAIDOC Week	Correspondence sent on 28 April 2022 and \$200 was paid on the 29 April 2022 Complete  Correspondence sent on 28 April 2022 and \$500 paid on 29 April 2022 Complete	COMPLETE  COMPLETE

MAY 22	C&CS	<p><b>114/2022 CORPORATE CREDIT CARD POLICY V3 REVIEW</b>  <b>RESOLVED THAT</b>                  Subject to any changes Council wishes to make being incorporated, the draft Corporate Credit Card Policy be adopted.                  Harris/Bartholomew</p>	<p>Relevant staff advised. Governance Officer to provide training to OMT team.                  COMPLETE</p>	COMPLETE
MAY 22	C&CS	<p><b>113/2022 COUNCILLOR SUPERANNUATION PAYMENTS FROM 1 JULY 2022</b>  <b>RESOLVED THAT</b>                  Council agree to Superannuation Guarantee payments to Councillors from 1 July 2022, at the same rate as Superannuation paid on behalf of employees, providing all legislative requirements are met.                  Harris/Phillips</p>	<p>Council staff advised. Budget 22.23 updated. Email requesting Councillor responses sent 160522.                  In progress.</p>	In progress.
OCT 21	C&CS	<p><b>253/3021 LEASE AGREEMENT – 17 MCDONNELL ST CONDOBOLIN</b>  <b>RESOLVED THAT</b>                  A new 5 year lease be offered to Forbes Veterinary Clinic for the use of 17 McDonnell Street Condobolin, as per option 1 of the report.                  The new lease document be prepared by Council's legal representative registered with NSW Land Registry Services once signed by both parties.                  The Mayor and General Manager be authorised to sign the new lease agreement and attach the Council Seal if required.                  Bendall/Phillips</p>	<p>Lease submitted to the lessee's for signing. DA submitted. Waiting on maintenance works to be completed.                  IN PROGRESS</p>	IN PROGRESS
MAY 22	IS	<p><b>139/2022 FOSTER STREET UPGRADE – TENDER NEGOTIATIONS</b>  <b>RESOLVED THAT</b>                  Council confirm the Roads to Recovery budget commitment to enable the project to proceed.                  Council resolve to accept the revised tender from Conseth Solutions Pty Ltd.                  The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.</p>	<p>Contract documents provided to Conseth. Project discussions commenced</p>	JUNE 2022

		Harris/Bendall		
MAY 22	IS	<p><b>129/2022 NOTICE OF MOTION – STORM DAMAGE, GRACE ST TO HOLT ST, LAKE CARGELLIGO</b></p> <p><b>RESOLVED THAT</b></p> <p>Consult with land owners re: major storm damage over several years from Grace Street to Holt Street running west to east – with it being very dangerous during storms and wild weather. There is water channel/erosion and a danger to public safety.</p> <p>Phillips/Bartholomew</p>	Capital Budget allocation included in next year's draft budget	JULY 2022
APR 22	IS	<p><b>109/2022 TENDER ASSESSMENT – FOSTER STREET UPGRADE</b></p> <p><b>RESOLVED THAT</b></p> <p>Council resolve to decline to accept all Tender submitted in response to IFT2022/03 Foster Street Upgrade, Lake Cargelligo;</p> <p>Council Authorise the General Manager or their delegate to enter into direct negotiations with any person with a view to entering a contract in relation to the subject matter of the IFT;</p> <p>Council note that the reason for entering into direct negotiations is that it is not expected that further market testing will provide a more satisfactory result;</p> <p>Following the completion of further negotiations the Director of Infrastructure Services present a further report for Council's consideration.</p> <p>Phillips/Harris</p>	COMPLETE	COMPLETE
APR 22	IS	<p><b>106/2022 MURIE AND SMYTH'S CULVERT INSTALLATION</b></p> <p><b>RESOLVED THAT</b></p> <p>Rescind Resolution 2022/40.</p> <p>The revised tender submission from McMahon Services be accepted.</p>	COMPLETE	COMPLETE

		The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.  Phillips/Bartholomew		
APR 22	IS	<b>105/2022 TENDER ASSESSMENT – PLANT HIRE</b> <b>RESOLVED THAT</b> Tendered rates for the plant and equipment term panel be accepted for all Tenders received (including late tenders). The General Manager be authorised to execute the contract documentation.  Harris/Brady	Awaiting return of contract documents.	JUNE 2022
APR 22	IS	<b>104/4022 TENDER ASSESSMENT – SUPPLY OF CRUSHED GRAVEL AND STONE 2022-2025</b> <b>RESOLVED THAT</b> Council accept the tender from Mays Earthmoving Pty Ltd for gravel winning and crushing services Council accept the offer from Mays Earthmoving Pty Ltd for the supply of gravel from Milby quarry at the rates quoted Council accept the offer from Ross Brothers Excavations for supply of gravel at the rates quoted The Mayor and General Manager be authorised to execute contract documents and affix the Council seal (if required).  Rees/Phillips	Awaiting return of contract documents.	JUNE 2022
APR 22	IS	<b>96/2022 CONDOBOLIN CEMETTERY ADVISORY COMMITTEE NOMINATIONS</b> <b>RESOLVED THAT</b> That Council accept the nominations of Jeffrey Grogan and Elizabeth Riley to reform the Committee. Re-advertise and call for a second round of nominations to the committee.	Re-advertisement complete. Nil further applications. Committee will proceed with limited number present.	JUNE 2022

		Blewitt/Bendall		
APR 22	IS	<p><b>95/2022 GUM BEND LAKE ADVISORY COMMITTEE NOMINATIONS</b></p> <p><b>RESOLVED THAT</b></p> <p>That Council accept the nominations of Todd Smith, Colin Doonan and Meg Crouch to reform the Committee.</p> <p>Re-advertise for further nominations to the vacant committee positions.</p> <p style="text-align: right;">Rees/Brady</p>	Re-advertisement complete. Nil further applications. Committee will proceed with limited number present.	JUNE 2022
MAR 22	IS	<p><b>76/2022 TENDER ASSESSMENT – CNSWJO SUPPLY OF LINEMARKING SERVICES</b></p> <p><b>RESOLVED THAT</b></p> <p>Council accept the tenders from</p> <p style="padding-left: 40px;">Avante Linemarking, Central West Linemarking, COMPLETE Linemarking, and Oz Linemarking</p> <p style="padding-left: 40px;">for the supply and delivery of line marking services and advise CNSWJO of that decision.</p> <p>The Mayor and General Manager be authorised to sign the contract documents and affix the Council seal if required.</p> <p style="text-align: right;">Harris/Bendall</p>	COMPLETE	COMPLETE
MAR 22	IS	<p><b>63/2022 LAKE CARGELLIGO CRICKET NETS – LICENCE WITH DEPARTMENT OF EDUCATION</b></p> <p><b>RESOLVED THAT</b></p>	Further meeting held on 13/05/22 with DET and Crown Land. DET to consider an alternative to the license.	JUNE 2022

		<p>Council decline to accept and sign the proposed licence agreement with Secretary of the Department of Education and investigate an alternate location to construct the Lake Cargelligo Cricket Nets.</p> <p style="text-align: right;">Harris/Phillips</p>		
FEB 22	IS	<p><b>32/2022 TREE ASSESSMENT – 47 ORANGE STREET, CONDOBOLIN</b></p> <p>The tree in front of 47 Orange Street be removed as requested and be replaced with a more suitable species of street tree.</p> <p>Plant two additional new suitable trees in appropriate location, with a view to the removal of the other mature Sugar Gum trees in future years.</p> <p style="text-align: right;">Rees/Bendall</p>	<p>Tree removed. New trees to be planted</p>	JUNE 2022
OCT 21	IS	<p><b>246/2021 TREE ASSESSMENT – 50 BATHURST STREET, CONDOBOLIN</b></p> <p><b>RESOLVED THAT</b></p> <p>Council decline the request for removal and replacement of the tree due to the significant amenity and shade benefit it provides in Bathurst Street.</p> <p>Council reduce the risk to person and property through continuing to trim the tree branches to maintain clearance from the building and awning, lift pavers and trim the troublesome roots and reinstall pavers.</p> <p style="text-align: right;">Hall/Phillips</p>	<p>Proponent advised Tree trimming completed. Footpath maintenance works planned.</p>	JUNE 2022
OCT 21	IS	<p><b>243/2021 FY21/22 UTILITIES MONTHLY UPDATE FOR SEPTEMBER</b></p> <p><b>RESOLVED THAT</b></p> <p>Refer the RNSW842 Sewage Effluent Reuse Management System project costings for Tottenham to the Project Steering Committee for further discussion, highlighting the high ongoing cost for the proposed system.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Deed extension has been confirmed to allow further discussion</p>	DECEMBER 2022
OCT 21	IS	<p><b>242/2021 LACHLAN SHIRE COUNCIL TRAFFIC COMMITTEE MEETING SEPTEMBER 2021</b></p> <p><b>RESOLVED THAT</b></p> <p>Council support the following recommendations from Traffic Committee:</p>		

		<p>(a) The disabled car park at the Canada Street Doctor Surgery in Lake Cargelligo be sign posted and delineated to comply with the relevant Australian Standard and the ramp be modified to be made more mobility friendly by reducing the “lip” in the pavers.</p> <p>(b) The disabled car park at Condobolin Library in Bathurst Street be altered to comply with Australian Standards by reconstructing the kerb and gutter, reducing the slope, adding the line and artwork and the installation of a bollard.</p> <p>(c) The disabled car park at the intersection of Bathurst and William Street be deferred and considered with future CBD upgrades.</p> <p>(d) The “loading zone” signage request be declined, instead install “no parking” sign at the post box to comply with sect 199 of Road Rules Regulations.</p> <p>(e) The design of Maitland Street and Boona Road be adopted. With reprioritisation of Maitland Street, including staggering of Boona Road, the site boards and stop signs.</p> <p>(f) The traffic control plan for West Milby Gymkhana event be endorsed.</p> <p>(g) The design of the traffic facilities in the Foster Street upgrade be endorsed, including Foster, Lake, Canada and Lorne Street intersections, installation of pedestrian islands, disabled parking, line marking and road signage.</p> <p style="text-align: right;">Hall/Phillips</p>	<p>Works Underway.</p> <p>COMPLETED</p> <p>COMPLETED</p> <p>COMPLETED</p> <p>Construction works to commence shortly</p> <p>COMPLETED</p> <p>COMPLETED</p>	<p>JUNE 2022</p> <p>COMPLETED</p> <p>COMPLETED</p> <p>COMPLETED</p> <p>JUNE 2022</p> <p>COMPLETED</p> <p>COMPLETED</p>
SEPT 21	IS	<p><b>223/2021 TOTTENHAM RESERVOIR – MURAL PAINTING</b></p> <p><b>RESOLVED THAT</b></p> <p>Council allocate \$10,000 to the Tottenham Mural Project from the reserve for contributions to mural projects.</p> <p>The scope of works for other Water Fund Capital Works items in Tottenham, as follows, be reduced to fund the remediation of the Tottenham Reservoir.</p>	<p>Alternative funding being investigated</p> <p>Purchase order issued for preparation works</p>	<p>JUNE 2022</p>

		<p>a. Water Main renewal \$46,394 – reduce length of water main renewal.</p> <p>b. Tottenham potable water standpipe \$40,000 – reduce scope of works to deliver a partial upgrade.</p> <p style="text-align: right;">Phillips/Harris</p>		
JUNE 21	IS	<p><b>147/2021 BURCHER WATER TREATMENT UPDATE</b></p> <p><b>RESOLVED THAT</b></p> <p>The outcomes from the stakeholder information session held on 1 June 2021 be noted.</p> <p>Council provide guidance on the matter of water supply for the community of Burcher.</p> <p style="text-align: right;">Harris/Bendall</p>	Ongoing	Ongoing
MAY 21	IS	<p><b>107/2021 DENISON STREET FOOTPATH CONSTRUCTION REQUEST</b></p> <p><b>RESOLVED THAT</b></p> <p>Consideration be given to allocating \$15,000 for the full replacement of the paved footpath on the eastern side of Denison Street from Molong Street to Oxley Street from a future round of the Local Road and Community Infrastructure Fund.</p> <p>Landscaping, irrigation and turf work in Denison Street, adjacent to the Railway Hotel be completed and maintained by the proprietor of the property subject to the Director of Infrastructure’s approval of any proposed work.</p> <p style="text-align: right;">Harris/Phillips</p>	Consideration to be given to this in FY22/23 footpath budget	JUNE 2022
APR 20	IS	<p><b>91/2020 NOTICE OF MOTION - CRICKET NETS LAKE CARGELLIGO</b></p> <p><b>RESOLVED THAT</b></p>	See comments from 63/2022	JUNE 2022



		<p>The cricket practice nets proposed for construction at the Lake Cargelligo Recreation Ground be relocated to the south west corner of the Lake Cargelligo Central School recreational grounds.</p> <p>Item 1 be subject to an appropriate signed Memorandum of Understanding with the NSW Department of Education.</p> <p style="text-align: right;">Phillips/Hall</p>		
APR 17	IS	<p><b>86/17 PARKS, RESERVES &amp; RECREATIONAL FACILITIES – 5 YEAR STRATEGIC PLAN</b>  <b>RESOLVED THAT</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>2. Director Infrastructure Services and Manager Recreation submit a draft strategic plan for Council consideration before 1 July 2018.</li> </ol> <p style="text-align: right;">Hall/Carter</p>	<p>Dept feedback received for SRA POM.                  Ongoing work required for other POM's.</p>	JUNE 2022
MAR 19	IS	<p><b>2019/54 ASSET MANAGEMENT PLANS - TRANSPORT, WATER, SEWER, BUILDING, RECREATION</b>  <b>RESOLVED THAT</b></p> <p>Council defer advertising the AMP until the schedule of actions are inserted into the document.</p> <p>Council note the summary of key issues raised in the asset management plans as identified in this report.</p> <p>Council consider the need to increase funding for local roads and potentially other asset classes like buildings (while maintaining a financially sustainable position) as part of the next revision of its Long Term Financial Plan.</p>	<p>DRAFT plans prepared for Parks and Reserves, Utilities, Buildings and Roads.</p> <p>Submission of AMP will be deferred until new Council. Asset Management Policy also to be updated and presented to Council.</p>	JUNE 2022

### 7.3 REVIEW OF ORGANISATION STRUCTURE 2022

**TRIM Number:** R22/145

**Author:** General Manager

#### PURPOSE

The purpose of this report is to seek Council consideration and determination of Senior Staff positions in accordance with the NSW Local Government Act 1993 (the Act). Section 333 of the Act requires Council to review the organisation structure within 12 months after any ordinary election of the Council.

#### SUPPORTING INFORMATION

1. Extract of NSW Local Government Act 1993, Sect 332
2. Extract of NSW Local Government Act 1993, Sect 333
3. Copy of current Lachlan Shire Council Organisation Structure

#### BACKGROUND

Council is required to review the organisation structure within 12 months of any ordinary election of the Council and determine those positions which are to be classified as Senior Staff positions.

Under the Act it is mandatory for the position of General Manager to be classified as senior staff and to be appointed on a Senior Staff contract. No other positions can be classified as Senior Staff unless the positions satisfy the requires of Section 332 of the Act and are designed as Senior Staff by Council.

Currently the following positions are designated as Senior Staff;

General Manager  
Director Infrastructure Services  
Director Corporate and Community Services  
Director Environment, Tourism and Economic Development

#### ISSUES AND COMMENTS

The NSW Local Government Act contains provisions regarding Council's obligations to review the organisation structure following an ordinary election and determine which positions in the structure are to be classified as Senior Staff; Section 332 of the Act states;

***"LOCAL GOVERNMENT ACT 1993 - SECT 332***

***Determination of structure***

***332 Determination of structure***

*(1) A council must, after consulting the general manager, determine the following--*

- (a) the senior staff positions within the organisation structure of the council,*
- (b) the roles and reporting lines (for other senior staff) of holders of senior staff positions,*
- (c) the resources to be allocated towards the employment of staff.*

*(1A) The general manager must, after consulting the council, determine the positions (other than the senior staff positions) within the organisation structure of the council.*

*(1B) The positions within the organisation structure of the council are to be determined so as to give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council.*

*(2) A council may not determine a position to be a senior staff position unless--*

- (a) the responsibilities, skills and accountabilities of the position are generally equivalent to those applicable to the Executive Band of the Local Government (State) Award, and
- (b) the total remuneration package payable with respect to the position is equal to or greater than the minimum remuneration package (within the meaning of Part 3B of the Statutory and Other Offices Remuneration Act 1975) payable with respect to senior executives whose positions are graded Band 1 under the Government Sector Employment Act 2013.
- (3) For the purposes of subsection (2)(b), the total remuneration package payable with respect to a position within a council's organisation structure includes--
- (a) the total value of the salary component of the package, and
- (b) the total amount payable by the council by way of the employer's contribution to any superannuation scheme to which the holder of the position may be a contributor, and
- (c) the total value of any non-cash benefits for which the holder of the position may elect under the package, and
- (d) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits."

Section 333 of the Act states;

**"LOCAL GOVERNMENT ACT 1993 - SECT 333**

**Re-determination and review of structure**

**333 Re-determination and review of structure**

*The organisation structure may be re-determined under this Part from time to time. The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council."*

Council's consideration of this report will satisfy points 1(a) and (b) of section 332 while the adoption of Council's budget will meet the requirement of point (c).

A copy of the current Organisation Structure is provided in Attachment 'C' for Council's information and review. The current organisation structure has been developed having regard to points (1A) and (1B) of section 332 of the Act. The structure also satisfies points (2) and (3) of section 332.

Council should consider if the three director positions should remain as senior staff positions or whether the transfer of these positions to permanent appointments may enhance the retention of the employees in these positions.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council has provided a sufficient budget allocation for the employment of staff.

**LEGAL IMPLICATIONS**

Consideration of this report and determination of Council's Senior Staff positions will satisfy the statutory requirements of the Local Government Act 1993

**RISK IMPLICATIONS**

No risks have been identified regarding this matter

**STAKEHOLDER CONSULTATION**

Nil

**OPTIONS**

Nil, Council is required to determine Senior Staff positions under Section 332 of the Local Government Act 1993.

**CONCLUSION**

Council must review and determine the Organisation Structure and Senior Staff positions within 12 months of an ordinary election of Council. Currently the positions of General Manager, Director Infrastructure Services, Director Corporate and Community Services and Director Environment, Tourism and Economic Development are classified as Senior Staff.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP No. 4.2: Strong Effective and Responsive Council,

**ATTACHMENTS**

1. **LGA Section 332** [↓](#)
2. **LGA Section 333** [↓](#)
3. **Organisation Structure** [↓](#)

**RECOMMENDATION**

That:

1. The General Manager's Report No. R22/145 be received and noted.
2. Council confirm that the positions of Director Infrastructure Services, Director Corporate and Community Services and Director Environment, Tourism and Economic Development are to be classified as Senior Staff positions.
3. Note the roles and reporting lines of the Senior Staff positions as presented in the Organisation Structure attached to this report.



## New South Wales Consolidated Acts

[\[Index\]](#) [\[Table\]](#) [\[Search\]](#) [\[Search this Act\]](#) [\[Notes\]](#) [\[Noteup\]](#) [\[Previous\]](#) [\[Next\]](#) [\[Download\]](#) [\[Help\]](#)

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### LOCAL GOVERNMENT ACT 1993 - SECT 332

#### Determination of structure

#### 332 Determination of structure

(1) A council must, after consulting the general manager, determine the following--

- (a) the senior staff positions within the organisation structure of the council,
- (b) the roles and reporting lines (for other senior staff) of holders of senior staff positions,
- (c) the resources to be allocated towards the employment of staff.

(1A) The general manager must, after consulting the council, determine the positions (other than the senior staff positions) within the organisation structure of the council.

(1B) The positions within the organisation structure of the council are to be determined so as to give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council.

(2) A council may not determine a position to be a senior staff position unless--

- (a) the responsibilities, skills and accountabilities of the position are generally equivalent to those applicable to the Executive Band of the Local Government (State) Award, and
- (b) the total remuneration package payable with respect to the position is equal to or greater than the minimum remuneration package (within the meaning of Part 3B of the [Statutory and Other Offices Remuneration Act 1975](#)) payable with respect to senior executives whose positions are graded Band 1 under the [Government Sector Employment Act 2013](#).

(3) For the purposes of subsection (2)(b), the total remuneration package payable with respect to a position within a council's organisation structure includes--

- (a) the total value of the salary component of the package, and
- (b) the total amount payable by the council by way of the employer's contribution to any superannuation scheme to which the holder of the position may be a contributor, and
- (c) the total value of any non-cash benefits for which the holder of the position may elect under the package, and
- (d) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits.

5/17/22, 5:52 PM

LOCAL GOVERNMENT ACT 1993 - SECT 332 Determination of structure

5/17/22, 5:53 PM

LOCAL GOVERNMENT ACT 1993 - SECT 333 Re-determination and review of structure



## New South Wales Consolidated Acts

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### LOCAL GOVERNMENT ACT 1993 - SECT 333

#### Re-determination and review of structure

#### 333 Re-determination and review of structure

The organisation structure may be re-determined under this Part from time to time. The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council.

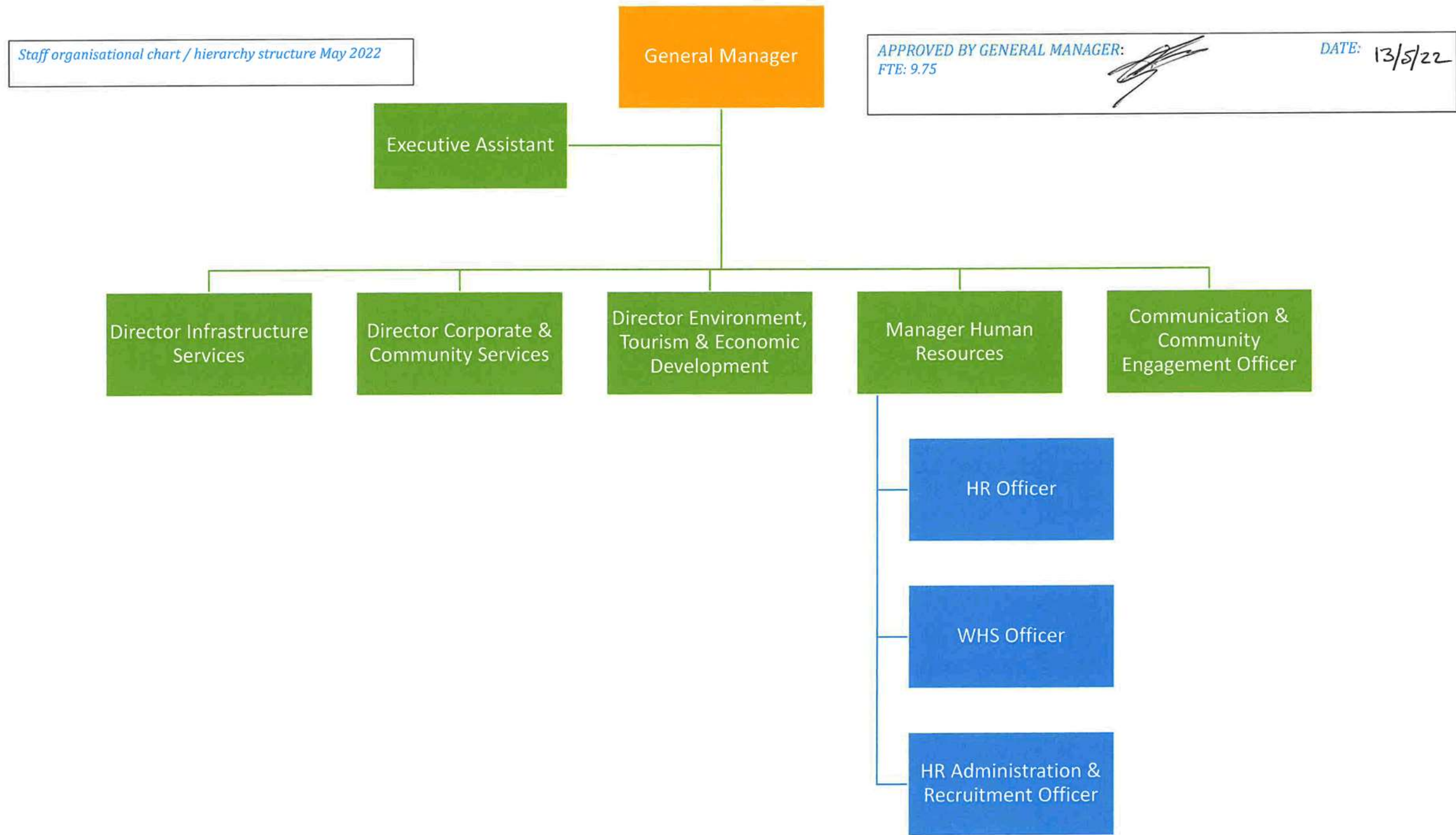
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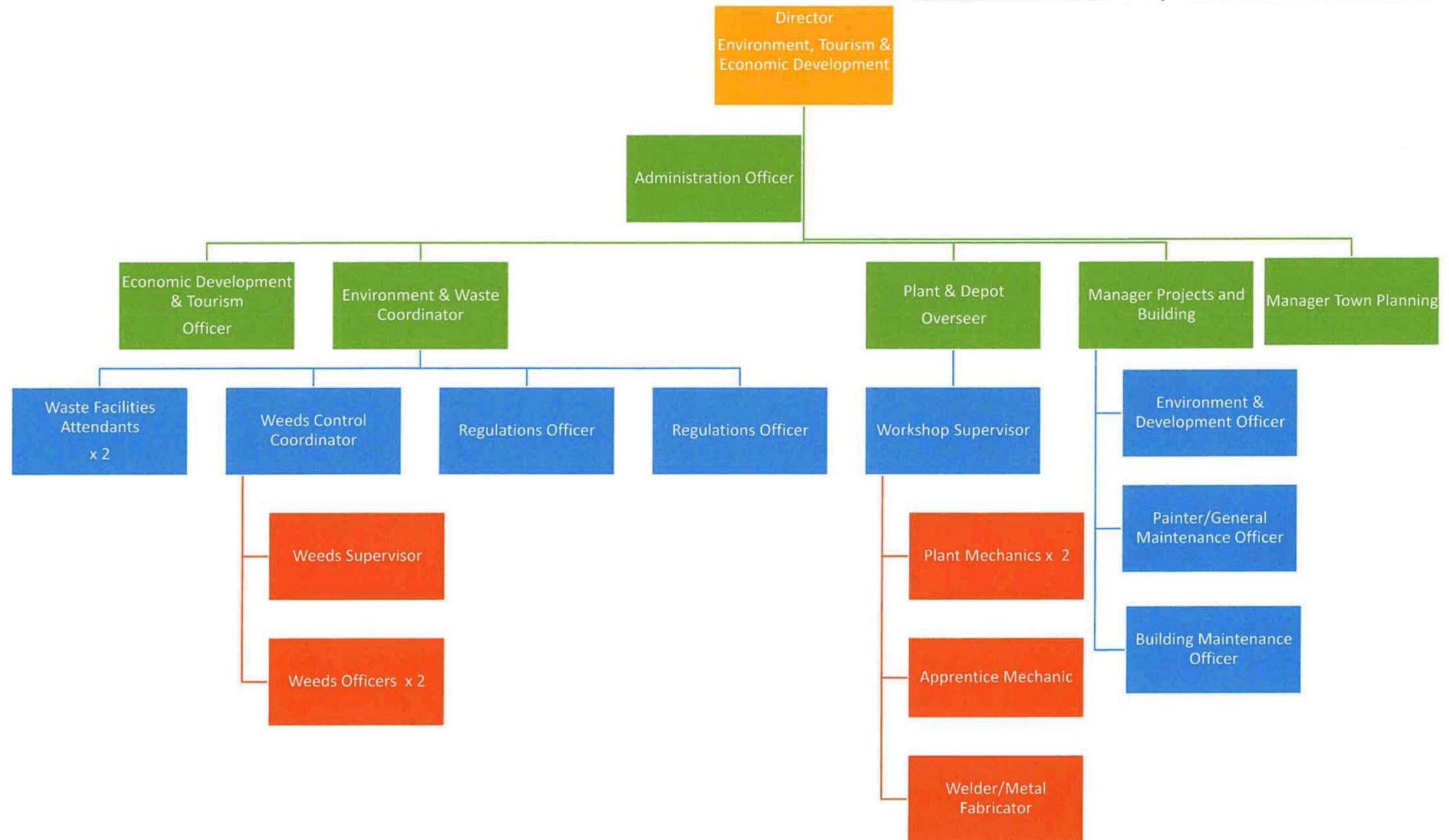
Organisational Chart – General Managers Office



Environment, Tourism & Economic Development Department – May 2022

Staff organisational chart / hierarchy structure  
May 2022

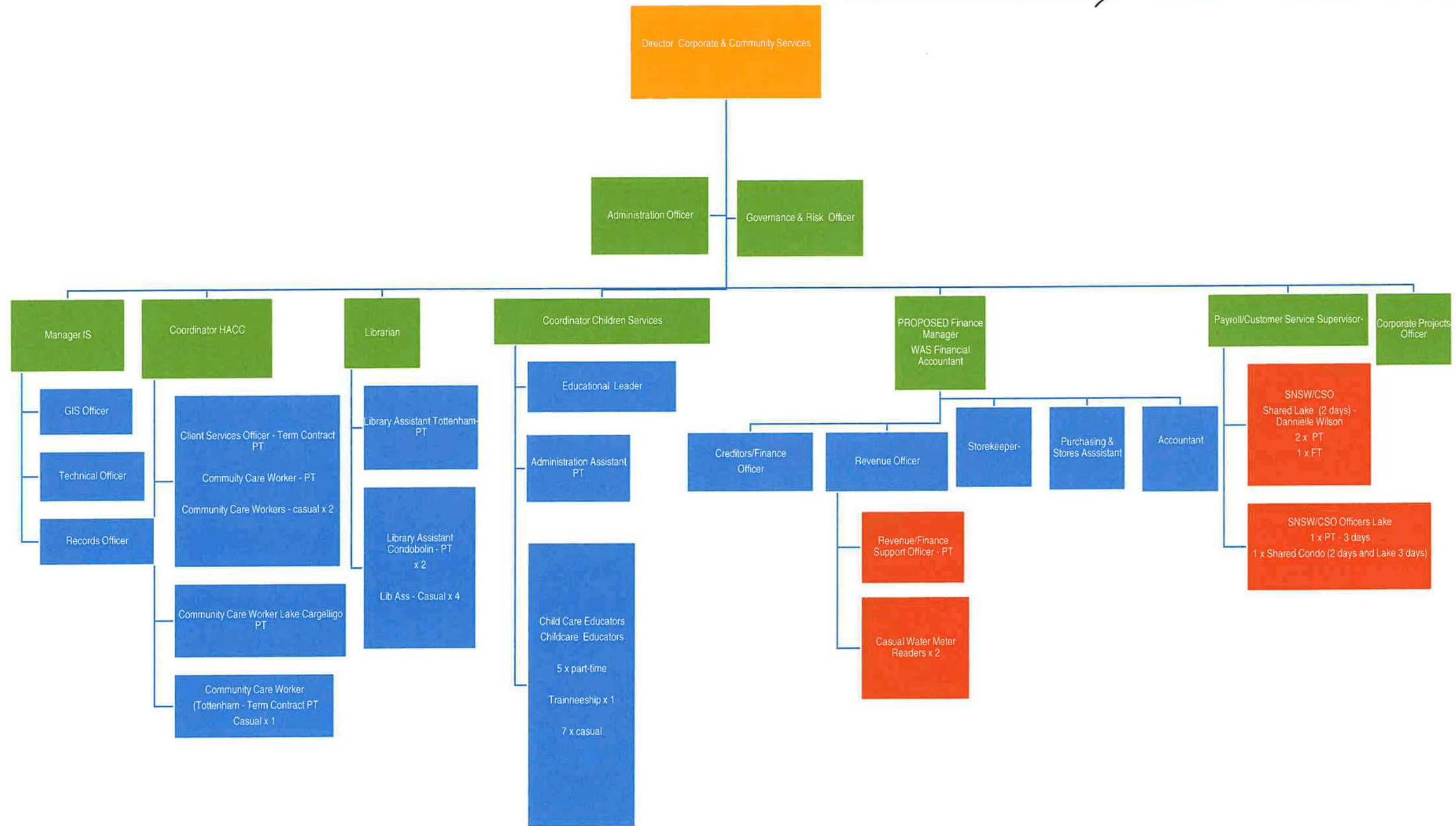
APPROVED BY GENERAL MANAGER:  DATE: 13/5/22  
FTE: 23.5



Corporate & Community Services Department

Staff organisational chart / hierarchy structure May 2022

APPROVED BY GENERAL MANAGER:  DATE: 13/5/22  
FTE: 30.75



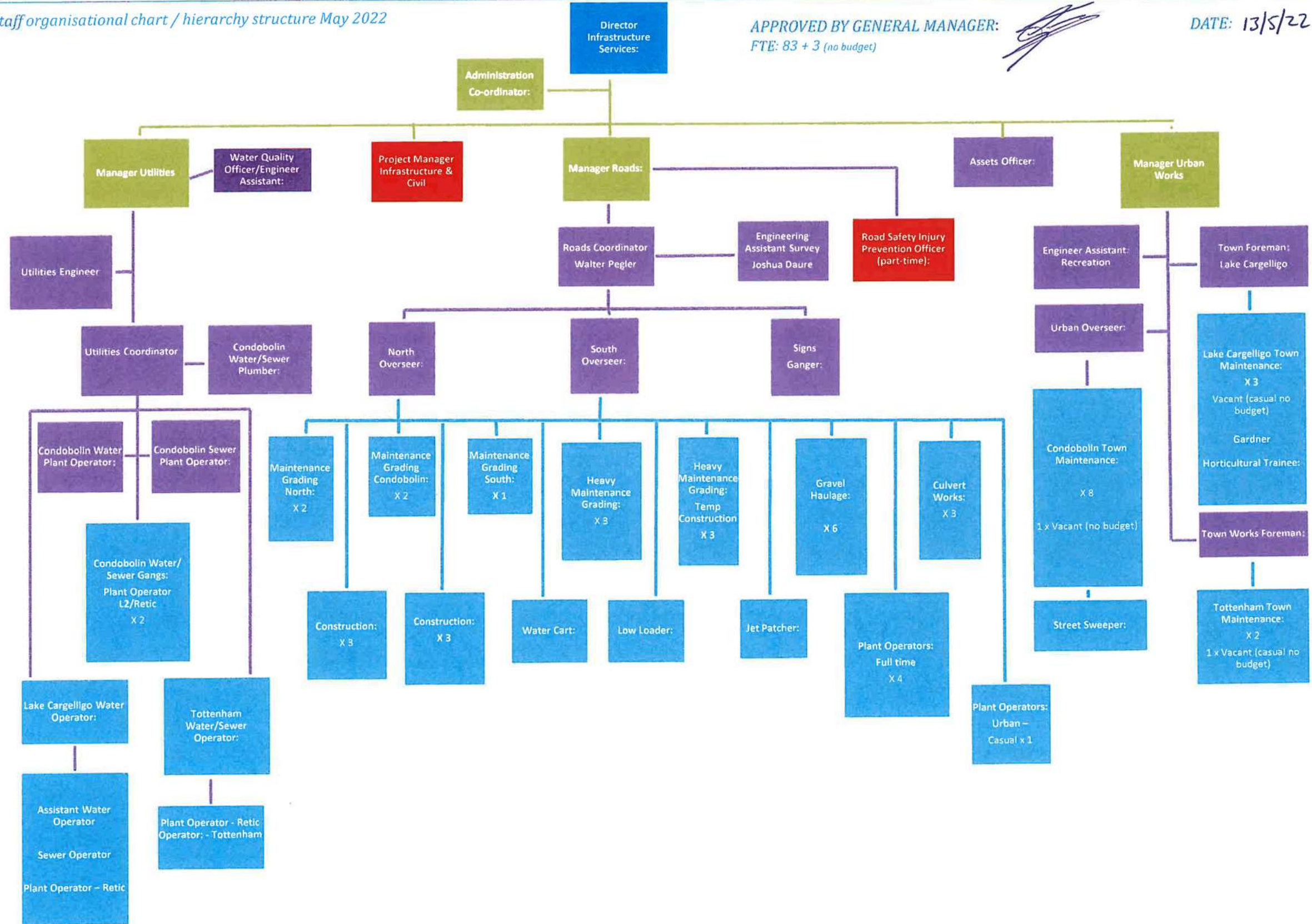


# Lachlan Shire Council – Infrastructure Services Department

Staff organisational chart / hierarchy structure May 2022

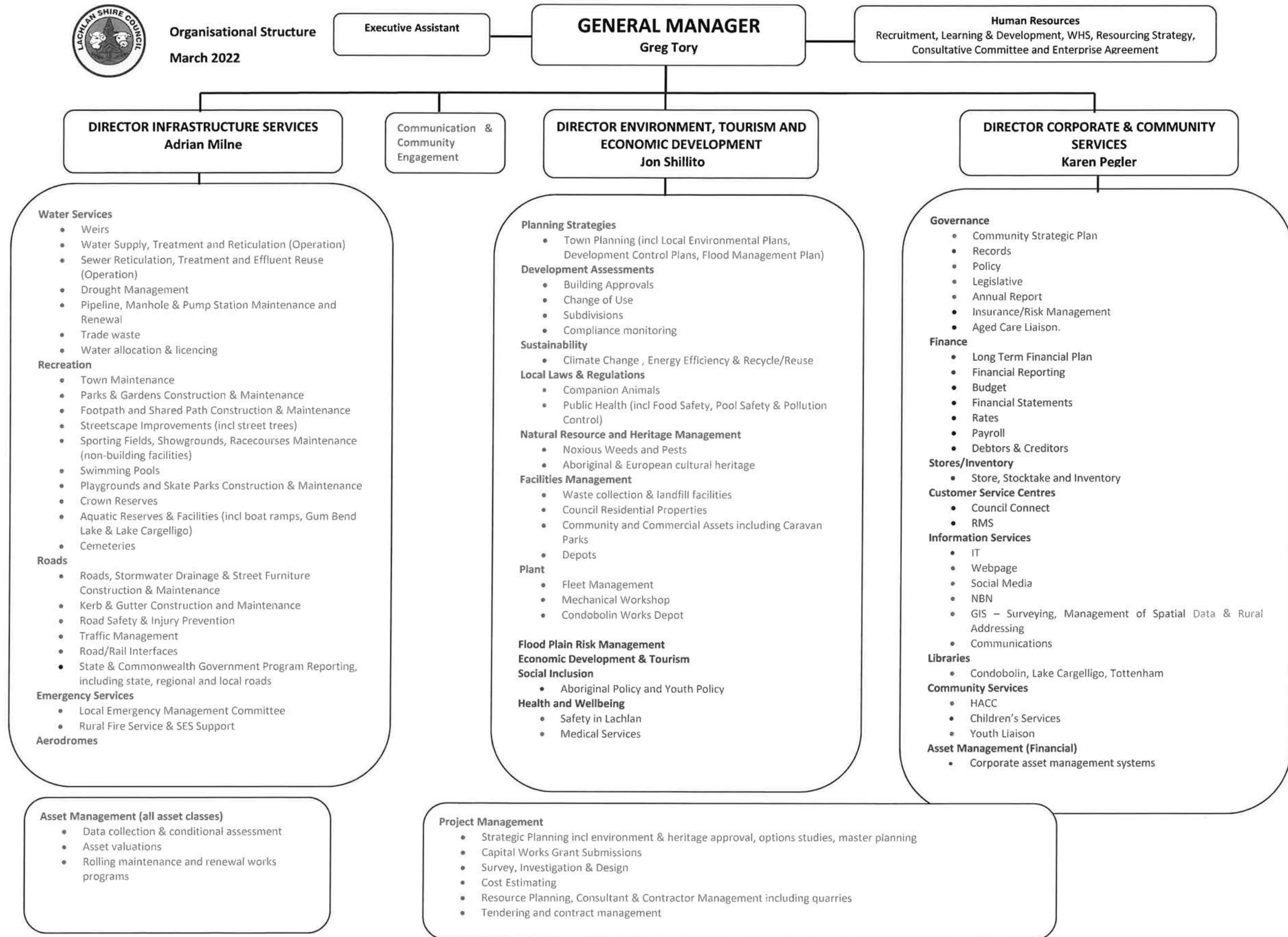
APPROVED BY GENERAL MANAGER:  
FTE: 83 + 3 (no budget)

DATE: 13/5/22





**Organisational Structure**  
March 2022



## **8 CORPORATE AND COMMUNITY SERVICES**

### **8.1 DONATIONS**

**TRIM Number:** R22/105

**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 2021/2022 financial year.

#### **SUPPORTING INFORMATION**

A copy of the requests for donation are included as an attachment.

#### **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 of the shire.

#### **ISSUES AND COMMENTS**

##### Lake Cargelligo Arts & Craft Society Inc.

Lake Cargelligo Arts & Craft Society Inc. are requesting a donation of \$1,000 for their 2022 Blue Waters Arts and Crafts Exhibition to be held from 21 to 23 October 2022.

Council donated \$2,000 in 2014, \$3,000 2015 to 2017 and \$1,000 in 2019 and 2020.

In response to a Councillor request from the May Strategic Briefing, the group did successfully apply to Council (Resolution 2020/202) in August 2020 to retain the \$1,000 donation for the cancelled 2020 event. The request from the group was to retain the 2020 donation for the 2021 event which was not held. See attached letter from the group.

##### Condobolin & District Kennel Club Inc.

Condobolin & District Kennel Club Inc. are requesting a donation of \$2,000 for their All Breeds Championship Dog Shows commencing 19 to 24 August 2022. All the required paperwork has been supplied.

At the June 2021 Ordinary Council Meeting (resolution number 2021/129) Council approved a donation of \$2,000 for the Club. The event was subsequently cancelled due to Covid-19 and the donation was not paid. Council informed the club that they would have to reapply for a donation due to the Council elections.

#### **FUTURE DONATIONS**

- Lake Cargelligo and District Care for the Aged Association Inc. – letter sent on 19 April 2022 requesting more information. No response has been received as yet.
- Lake Cargelligo Rodeo Committee – Council requested more information
- Workshops Out West – Council requested more information

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

A provision was made in the FY2021/2022 budget to provide cash and in-kind support for Community events. There is sufficient budget remaining to fund the above request. A copy of the donations paid for the year to 13 March 2022 is attached showing \$27,550 remaining before this donation is approved.

**LEGAL IMPLICATIONS**

There are no known legal implications.

**RISK IMPLICATIONS**

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

**STAKEHOLDER CONSULTATION**

Councillors - May Strategic briefing

**OPTIONS**

1. Provide the full amount of the requested donation.
2. Decline the full amount of the requested donation.
3. Vary the amount of the donation.

Council is asked to consider and make a resolution on the amount of any donation it wishes to provide.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

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

**FUTURE DONATIONS**

- Lake Cargelligo and District Care for the Aged Association Inc. – letter sent on 19 April 2022 requesting more information. No response has been received as yet.
- Lake Cargelligo Rodeo Committee – Council requested more information
- Workshops Out West – Council requested more information

**FINANCIAL AND RESOURCE IMPLICATIONS**

A provision was made in the FY2021/2022 budget to provide cash and in-kind support for Community events. There is sufficient budget remaining to fund the above request. A copy of the donations paid for the year to 17 May 2022 is attached.

**LEGAL IMPLICATIONS**

There are no known legal implications.

**RISK IMPLICATIONS**

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

**STAKEHOLDER CONSULTATION**

Councillors - May Strategic briefing

**OPTIONS**

1. Provide the full amount of the requested donation.
2. Decline the full amount of the requested donation.
3. Vary the amount of the donation.

Council is asked to consider and make a resolution on the amount of any donation it wishes to provide.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

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

### **ATTACHMENTS**

1. **Lake Cargelligo Arts & Crafts Society Inc.** [↓](#)
2. **Lake Cargelligo Arts & Crafts 2020 donation** [↓](#)
3. **Condobolin & District Kennel Club Inc.** [↓](#)
4. **Donations 170522** [↓](#)

### **RECOMMENDATION**

That:

1. The Director of Corporate and Community Services Report No. R22/105 be received and noted.
2. Council provide a donation of \$1,000 to the Lake Cargelligo Art & Crafts Society Inc. for the Blue Water Arts and Crafts Exhibition.
3. Council provide a donation of \$2,000 to the Condobolin & District Kennel Club Inc.



## Lake Cargelligo Arts & Crafts Society Inc.

President: Mrs A Hattwell

Secretary: Mrs S Riley

Treasurer: Mrs J Aubrey

The General Manager  
 Mr Greg Tory,  
 Lachlan Shire Council  
 P.O.Box 216,  
 CONDOBOLIN NSW 2877



4<sup>th</sup> April 2022

Dear Mr Tory,

On behalf of the Lake Cargelligo Arts & Crafts Society I would like to request a donation of \$1,000-00 from Lachlan Shire Council to offset expenses for the 2022 "Blue Waters" Arts & Crafts Exhibition.

The "Blue Waters" Arts and Crafts Exhibition is a great local event which has been running for many years, unfortunately we had to cancel the exhibition in 2020 and 2021 due to the ongoing Covid19 Pandemic. We are now planning the 42nd Exhibition which will be held from the 21<sup>st</sup> to the 23<sup>rd</sup> October 2022.

Lachlan Shire Council has supported us for many years and we are hoping that they will support our next exhibition.

Yours sincerely

Susan Riley  
 Secretary  
 Lake Cargelligo Arts & Crafts Society Inc.

P.O.Box 9,  
 Email: lakecargelligo.artsandcrafts@gmail.com  
 LAKE CARGELLIGO NSW 2672

**Karen Pegler**

---

**From:** L.C Arts & Crafts <lakecargelligo.artsandcrafts@gmail.com>  
**Sent:** Monday, 20 July 2020 8:39 AM  
**To:** Council  
**Subject:** Event Donation

Attention: Karen Pegler

Hello Karen

The Lake Cargelligo Arts & Crafts Society Inc. have decided to cancel our 2020 "Blue Waters" Arts & Crafts Exhibition scheduled for October 16th - 18th this year.

We greatly appreciate your financial support of our Annual Arts & Crafts Exhibition. We would like to retain your donation of \$1,000.00 to be used to offset expenses for the 42nd Annual Exhibition to be held in 2021.

We will set a new date for the exhibition when the current COVID19 health issues improve.

Regards

Susan Riley  
Secretary  
Lake Cargelligo Arts & Crafts Exhibition

Find us on:



Facebook



Website

**From:** [skysilk@bigpond.com](mailto:skysilk@bigpond.com) <[skysilk@bigpond.com](mailto:skysilk@bigpond.com)>

**Sent:** Sunday, 8 May 2022 12:33 AM

**To:** Jon Shillito <[Jon.Shillito@lachlan.nsw.gov.au](mailto:Jon.Shillito@lachlan.nsw.gov.au)>

**Subject:** Condobolin & District Kennel Club Inc - Grant Application Lighting Towers

Hi Jon

I've attached a new Grant Application as the approved Application from last year was not utilised due to cancellation of our Shows. I've also attached a quote from PremiAir Hire for the lighting towers required and also Certificate of Currency from DogsNSW.

Jon, my laptop has crashed with all my email contacts so could you please forward the on to those that it should have gone to.re

I've also lost all the event forms, but have found them on the Council website – let me know if there are any, other than the forms listed under "Events".

Tks

Take Care

Gail Keegan

Secretary

Condobolin & District Kennel Club Inc.

Mobile: 0419691719



**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.

<b>PART A - Applicant Details</b>	
Name of group/organisation: <b>CONDOBOLIN &amp; DISTRICT KENNEL CLUB INC.</b>	
Postal Address: <b>PO BOX 9, CESSNOCK NSW 2325</b>	
Contact Person: <b>Gail Keegan</b>	Position in group/organisation: <b>Secretary</b>
Telephone:	Mobile: <b>0419691719</b>
Fax:	Email: <b>skysilk@bigpond.com</b>
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input 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 checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, please attach a valid <u>Certificate of Currency</u> .	

<b>PART B – Project Details</b> <i>(please attach extra pages if insufficient space is provided)</i>	
Project Title: <b>Condobolin &amp; District Kennel Club All Breeds Championship Dog Shows</b>	
Project Location: <b>Dog Arenas, Diggers Avenue, Condobolin</b>	
Proposed Start Date: <b>19th August, 2022</b>	Proposed End Date: <b>24th August, 2022</b>

Summary of Project.

All Breeds Championship Dog Shows - two shows to be held Saturday and two (2) on Sunday - An additional 3 shows to be held as part of the annual Western Circuit - 2 of which will be late afternoon into the evening shows where lighting will be a requirement Once dusk arrives it becomes a condition of DogsNSW that lighting be available - if not the Club is fined and can be denied the opportunity to hold these shows at this venue.

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

We strive to present our dogs to the visiting interstate Judges in the approved manner and to utilise the majority of August each year as part of the local community supporting the town businesses.

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: <a href="mailto:council@lachlan.nsw.gov.au">council@lachlan.nsw.gov.au</a>				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?

During the month that we are based at the Riverview Caravan Park, Condobolin, we endeavour to support the local businesses by shopping for groceries, meals at the local hotels, Clubs. We book our Interstate Judges into local motels and purchase show prizes locally

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

People use the month of August as their annual holiday and the majority come as a family. Numbers can vary but estimates of approx 250-300 people plus visitors . We often have the local school children visit

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

By the number of entries we receive and the number of people in attendance.

How will your organisation acknowledge the financial contribution from Council?

Acknowledgement in Catalogues and on our Notice Board at the Show Office - also on our facebook group and website.

Please outline how your organisation will manage this project.

The funds will be utilised to pay the hire fees for 3 mobile lighting towers, generators and associated costs

<b>PART C – Funding Sources</b>	
Has your organisation received funding assistance from Council before?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>APPROVED LAST YEAR BUT SHOWS CANCELLED DUE TO COVID</b>	
If Yes, in which financial year did your organisation last receive funding:	

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

Funding Source	Amount	Secured (Yes or No)
Evolve Mining	Any	No

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: <a href="mailto:council@lachlan.nsw.gov.au">council@lachlan.nsw.gov.au</a>				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 hire 3 lighting towers plus generators and fees associated  
with the delivery and settling up and then collecting them


**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 checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>Project Budget Summary:</b>		<b>Amount</b>	
Cash contributed by your organisation:		\$ 360.51	
Cash from other sources:		\$	
In kind contribution, approximate value e.g. Volunteer		\$	
Amount requested from Lachlan Shire Council		\$ 2,000.00	
<b>Total Cost of Project:</b>		<b>\$ 2360.51</b>	

**Authorisation:**

I, GAIL KEEGAN (print name) certify  
 that this application for funding was approved by the management committee of this organisation on  
28TH APRIL, 2022 (insert Date).

 (Signed)	<u>7th May, 2022</u> (Date)
---	--------------------------------

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



### Hire Pricing Proposal for Condobolin Dog Show

REFERENCE: HIRE0490064316 | DATE: 15/10/2021

ATTN: Gail Keegan | COMPANY: Condobolin Dog Show  
 Gordon McCarren Dog Arena Diggers Av, Condobolin, NSW 2877  
 PHONE: | MOBILE: 0419 691 719 | EMAIL: skysilk@bigpond.com

PREPARED BY: Neville Sydenham at PremiAir Parkes  
 PHONE: 0499337070 | EMAIL: neville.sydenham@premiair.net.au

QTY	PRODUCT DESCRIPTION	TYPE/MODEL	RATE	DURATION OF HIRE	PER UNIT	PRICE
3	Lighting Towers	4,000W Directional Lighting Towers	Daily	2	\$ 85.00	\$ 510.00
2	Super Silenced Generators	20Kva Generators	Daily	2	\$ 110.00	\$ 440.00
2	Generators Accessories	32amp > 12 x 15amp DB Board	Daily	2	\$ 95.00	\$ 380.00
<b>Subtotal</b>						<b>\$ 1,330.00</b>
Damage Waiver @ 12.5%						\$ 166.25
Enviro Levy @ 1.0%						\$ 13.30
<b>Subtotal (ex GST)</b>						<b>\$ 1,509.55</b>
GST @ 10%						\$ 150.96
<b>EQUIPMENT HIRE TOTAL</b>						<b>\$ 1,660.51</b>

**ADDITIONAL COSTS**

Delivery	\$ 350.00
Pickup	\$ 350.00
<b>Subtotal Delivery &amp; Pickup (ex GST)</b>	<b>\$ 700.00</b>
<b>Total Additional Costs (ex GST)</b>	<b>\$ 700.00</b>

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**1300 WE HIRE**



## CERTIFICATE OF CURRENCY

<b>CERTIFICATE NO. 60880</b>	
This certificate confirms that the under mentioned policy is effective in accordance with the details shown.	
<b>Name of Insured:</b>	<b>ROYAL NEW SOUTH WALES CANINE COUNCIL LIMITED T/AS DOGS NSW AND RNSWCC HEALTH &amp; WELFARE CHARITY</b>
<b>Cover:</b>	Public Liability: \$20,000,000 any one occurrence Products Liability: \$20,000,000 any one occurrence and in the aggregate (For The Business of Canine Association Promoting Dog Ownership/Registrations/Functions/Demonstrations/Dog Shows/Dog Training & Trials only)
<b>Activity/Business:</b>	Canine Association Promoting Dog Ownership/Registrations/Functions/Demonstrations/Dog Shows/Dog Training & Trials
<b>Excess:</b>	As per policy schedule
<b>Period of Insurance:</b>	28/2/2022 to 28/2/2023
<b>Underwriter:</b>	Certain Underwriters at Lloyd's
<b>Policy Number:</b>	PMEL99/0122451
<b>Counterparties:</b>	Wollondilly All Breeds Kennel Club Inc, Wollondilly Shire, Lake Macquarie Council, Port Macquarie Dog Club, Hungarian Vizsla Club of NSW Inc, Metropolitan Mid-Week Dog Training Club Inc, Port Macquarie Hastings Council, Orana K9 Training Club Inc, Lachlan Shire Council, Bankstown City Council, City of Canterbury Bankstown, Whippet Club of NSW, Cessnock City Council, Agility Dog Club of NSW, Manly & District Kennel & Dog Training Club Inc, Northern Beaches Council, North Sydney Council, Ku-ring-gai Council, Wagga Wagga City Council, Southern Highlands Kennel & Obedience Club, The Border Collie Club of NSW, Armidale and All Breeds Kennel Club, Uralla and District Kennel Club, New England Celtic and All Breeds Kennel Club, Gunnedah Shire Council, Mid-Western Regional Council, Mudgee & District Kennel & Obedience Club, Tamworth Regional Council, Kyeamba Kennel & Training Club, Wingecarribee Shire Council, Port Stephens Dog Training Club, Newcastle Dog Training Club, Maitland Dog Training Club, Illawarra Dog Training Club, Northern Suburbs Dog Training Club, Combined Northern Canine Committee, St George District Kennel Club, Campbelltown City Council, City of Ryde Council, Glenreagh Recreation Grounds Trust, Roads & Maritime Services NSW, Royal Agricultural Society of NSW, Strathfield Council, The Hillsborough Showground (R86839) Reserve Trust, Central Coast Dog Obedience & Training Club Inc, The Irish Wolfhound Club of NSW Inc and Snowy Monaro Regional Council shall be indemnified for acts of negligence by the Insured only arising out The Business nominated in the schedule.
<b>For full terms, conditions and exclusions please refer to Your Policy Wording version Active_Liability_Policy_Wording_07.21.</b>	

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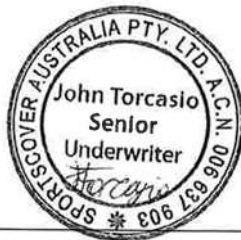
**Melbourne:** 271-273 Wellington Rd, Mulgrave  
Locked Bag 6003, Wheelers Hill, VIC 3150  
**T:** +61 (0)3 8562 9100 **F:** +61 (0)3 8562 9111  
**Claims Hotline:** 1300 134 956 (Aust Only)

**Sydney:** Suite 305, 25 Lime Street, Sydney  
PO Box Q896, QVB, NSW 1230  
**T:** +61 (0)2 9268 9100 **F:** +61 (0)2 9268 9111  
**Email:** info@activeuw.com

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30/03/2022

**MANAGER**

**DATE**



2021/22 DONATIONS BUDGET  
AS AT 17/05/2022

Organisation/Individual	Work order number	Annual Budget for Special Events - in kind	General Ledger- Master/sub account number	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
Master.sub					3820.various	3020.0405	3020.0406	3820.0460	3230.509	
Annual Budget						\$ 26,680	\$ 9,000	\$ 30,550		
ottenham Blue Light (Youth centre)							\$2,168			Donation - Rates & water account Q1 & Q2 1023781
onald McDonald House Orange						\$600				Donation - October 2021
ottenham Anglican Church							\$139			Donation - Assessment 1000319
bert Anglican Church							\$148			Donation - Assessment 1000319
ondobolin Clay Target Club Inc.						\$1,000				Donation event
otary Club of Lake Cargelligo						\$1,000				Donation - Christmas Carnival fire works
icy Kirk - Speak Up - July 2021						\$200				Speak up event 2021
icy Kirk - Speak Up - April 2022						\$200				Speak Up event 2022
nting Church-Lake Cargelligo							\$828			Waste charges churches: 66 Reef St Lake Cargelligo & 14 Wooyeo Tullibigeal
illibigeal Central School						\$100				Presentation event
ottenham Christmas Tree						\$100				Presentation event
ondobolin High School						\$100				Presentation event
ottenham Swimming Club						\$300				Donation
ike Cargelligo Central School						\$100				Presentation event
est Milby Rodeo & Gymkhana						\$1,000				Event donation
ondobolin PAH & I Association						\$2,000				Event donation - Jan 22
illibigeal Pool Committee						\$500				Christmas event
ottenham Central School						\$100				Donation - August 2021
ori Kids						\$450				NAIDOC week - Donation - January 2022
ondobolin Rotary Club						\$1,000	\$1,386			Event donation - January 2022 + rates 1003888
ottenham CWA							\$1,037			Donation - Rates Account 1025830
illibigeal CWA							\$682			Donation - Rates Account 1022913
radjuri Condobolin Corporation						\$500				NAIDOC Event 2022
ley CWA						\$300				Donation - Feb 22
ondobolin Chamber of Commerce								\$3,000		Donation - October 2021
ondobolin Pistol Club										
onations - NAIDOC week			3820.409	\$1,440	\$0					
urrin Bridge Programs & Events			3820.494	\$20,890	\$0					
Western Plains Regional Development			3820.476	\$54,440	\$53,370					
over Lachlan Community Services			3820.477	\$54,440	\$54,440					
ottenham Welfare Council			3820.478	\$4,160	\$4,000					
ullibigeal Progress Association			3820.479	\$4,160	\$0					
ake Cargelligo Community Gym			3820.483	\$6,830	\$0					
ullibigeal Pool operations			3720.405	\$45,000	\$0					
ur Lady of Lourdes Catholic Church Lake Cargelligo							\$900			Donation - Rates Account 1017439
Isadore Catholic Church - Tullibigeal							\$900			Donation - Rates Account 1023692
pecial Event - Condobolin Races	812	\$10,080							\$18,166	
pecial Event - Pony Club Condobolin	1,062	\$650							\$242	
pecial Event - Breast Screen Van Movement	1,081	\$470							\$0	
pecial Event - Yellow Mountain Cross Country	1,093	\$1,310							\$1,206	
pecial Event - RSL Pipe band Tattoo	1,092	\$4,400							\$0	
pecial Event - Milby Sports	1,234	\$2,640							\$2,891	in kind support
pecial Event - Condo 750	1,071	\$4,890							\$0	
pecial Event - ANZAC day	1,072	\$4,330							\$2,998	
pecial Event - Condobolin B&S	1,138	\$0							\$0	
pecial Event - Condobolin Show	1,163	\$16,350							\$0	
pecial Event - Tottenham Races	813	\$8,020							\$7,556	
pecial Event - Tullibigeal Carols	1,365	\$0							\$759	in kind support
pecial Event - Tullibigeal Races	1,061	\$2,720							\$1,084	
pecial Event - Tullibigeal Gymkhana	1,232	\$910							\$0	
pecial Event - Tottenham Gymkhana	1,231	\$3,550							\$0	
pecial Event - Lake Cargelligo Show	1,221	\$1,720							\$0	
ottenham Christmas event	1,364	\$0							\$408	in kind support
pecial Event - NAIDOC Week	1,505	\$2,150							\$0	
pecial Event - Lachlan Christmas Fiesta	1,873	\$3,580							\$4	in kind support
pecial Event - Rotary Christmas event Lake Cargelligo	1,363	\$0							\$2,326	in kind support
pecial Event - Rotary Christmas event Condobolin	1,362	\$0							\$2,701	in kind support
pecial Event - White Ribbon march	2,653	\$0							\$0	
<b>TOTAL</b>		<b>\$67,770</b>		<b>\$191,360</b>	<b>\$111,810</b>	<b>\$9,550</b>	<b>\$8,189</b>	<b>\$3,000</b>	<b>\$40,341</b>	
<b>Total paid</b>						<b>\$ 9,550</b>	<b>\$ 8,189</b>	<b>\$ 3,000</b>	<b>\$ 40,341</b>	
Annual Budget - General (GL3020.405)						\$ 27,000				
Annual Budget - Rates/water (GL3020.406)							\$ 9,000			
Annual Budget - Special events (GL3230.509)									\$ 67,770	
Annual Budget - Community Events (GL3820.460)								\$ 30,550		
Balance Remaining						\$ 17,450	\$ 811	\$ 27,550	\$ 27,429	



## 8.2 INVESTMENTS AS AT 30 APRIL 2022

**TRIM Number:** R22/119

**Author:** Financial Accountant

### PURPOSE

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

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

### SUPPORTING INFORMATION

Council's general bank account reconciled balance at 30 April 2022 is \$4,151,366.

Investments held at 30 April 2022 totalling \$58,483,332 are set out in Attachment 1.

#### Responsible Accounting Officer Certificate

I certify that the bank accounts and investments have been reconciled with the Council's general ledger as at 30 April 2022, 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 April 2022, Council's portfolio is compliant across its counterparty and credit quality limits. Over the past 12 months, the portfolio, excluding on call cash, returned +0.86% p.a., outperforming the AusBond Bank Bill Index (bank bills) by 0.84% p.a.

The increase to the investment balance this month was due to the receipt of approx. three quarters (\$8M) of the 2023 Financial Assistance Grant. This is an advance payment and has therefore been invested to mature across the 2023 financial year.

For the month of April the official cash rate remained at 0.10%, however markets have been factoring in official rate hikes over the coming months.

The first rate increase in over a decade, occurred on 3 May 2022, with the Reserve Bank of Australia raising the official cash rate by 0.25% to 0.35%. The Board judged that now was the right time to begin withdrawing some of the extraordinary monetary support that was put in place to help the Australian economy during the pandemic. The economy has proven to be resilient and inflation has picked up more quickly, and to a higher level, than was expected.

Investments returns above 2.25% p.a. now appear likely if Council can place its surplus funds for terms of 12 months or more.

### LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

### CONCLUSION

Investments will continue to be managed so Council can meet its cash commitments as and when they fall due.

**ATTACHMENTS**

1. **Investment Report as at 30 April 2022** [↓](#)

**RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R22/119 be received and noted.



# Investment Report

01/04/2022 to 30/04/2022



**Portfolio Valuation** as at 30/04/2022

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
BOQ	BBB+	TD	GENERAL	Annual	06/05/2020	10/05/2022	1.4500	500,000.00	7,150.68	595.89
AMP Bank	BBB	TD	GENERAL	Annual	24/11/2020	23/05/2022	0.7500	1,000,000.00	3,246.58	616.44
BOQ	BBB+	TD	GENERAL	At Maturity	27/05/2020	24/05/2022	1.3000	1,000,000.00	25,073.97	1,068.49
Members Equity Bank	BBB+	TD	GENERAL	At Maturity	09/06/2021	14/06/2022	0.5000	1,000,000.00	4,465.75	410.96
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	09/06/2021	14/06/2022	0.4500	2,000,000.00	8,038.36	739.73
AMP Bank	BBB	TD	GENERAL	Annual	11/06/2020	14/06/2022	1.4000	750,000.00	9,320.55	863.01
AMP Bank	BBB	TD	GENERAL	Annual	22/12/2020	21/06/2022	0.7500	750,000.00	2,003.42	462.33
BOQ	BBB+	TD	GENERAL	Annual	23/06/2020	28/06/2022	1.2500	1,000,000.00	10,684.93	1,027.40
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	20/04/2022	20/07/2022	0.9600	2,000,000.00	578.63	578.63
BOQ	BBB+	TD	GENERAL	Annual	22/07/2020	26/07/2022	1.0000	600,000.00	4,652.05	493.15
Auswide Bank	BBB	TD	GENERAL	At Maturity	18/08/2020	23/08/2022	0.9000	500,000.00	7,656.16	369.86
Auswide Bank	BBB	TD	GENERAL	At Maturity	27/08/2020	29/08/2022	0.9000	750,000.00	11,317.81	554.79
Westpac	AA-	TD	GENERAL	Quarterly	26/08/2020	30/08/2022	0.8200	1,000,000.00	1,392.88	673.97
Bank of Sydney	Unrated	TD	GENERAL	Annual	26/08/2021	30/08/2022	0.6500	1,500,000.00	6,624.66	801.37
BOQ	BBB+	TD	GENERAL	At Maturity	26/08/2020	30/08/2022	0.9500	1,000,000.00	15,954.79	780.82
Westpac	AA-	TD	GENERAL	Quarterly	08/09/2020	08/09/2022	0.7800	1,500,000.00	1,730.96	961.64
NAB	AA-	TD	GENERAL	Annual	08/09/2020	08/09/2022	0.8000	1,500,000.00	7,726.03	986.30
NAB	AA-	TD	GENERAL	Annual	08/09/2020	13/09/2022	0.8000	1,500,000.00	7,726.03	986.30





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
WAW Credit Union	Unrated	TD	GENERAL	Annual	08/09/2020	13/09/2022	1.0500	500,000.00	3,380.14	431.51
Bank of Sydney	Unrated	TD	GENERAL	Annual	08/09/2021	04/10/2022	0.6400	500,000.00	2,060.27	263.01
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	20/10/2021	20/10/2022	0.4200	500,000.00	1,110.41	172.60
BOQ	BBB+	TD	GENERAL	Annual	20/10/2020	20/10/2022	0.8000	500,000.00	2,115.07	328.77
AMP Bank	BBB	TD	GENERAL	Annual	23/11/2021	29/11/2022	1.0000	1,000,000.00	4,356.16	821.92
NAB	AA-	TD	GENERAL	Annual	27/11/2020	29/11/2022	0.6300	500,000.00	1,320.41	258.90
NAB	AA-	TD	GENERAL	Annual	10/12/2020	13/12/2022	0.6300	500,000.00	1,225.48	258.90
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	20/04/2022	18/01/2023	1.8800	2,000,000.00	1,133.15	1,133.15
Warwick Credit Union	Unrated	TD	GENERAL	Annual	10/02/2021	13/02/2023	0.6500	1,000,000.00	1,424.66	534.25
Warwick Credit Union	Unrated	TD	GENERAL	Annual	09/02/2021	14/02/2023	0.6500	500,000.00	721.23	267.12
ING Direct	A	TD	GENERAL	Annual	17/02/2022	21/02/2023	1.0200	1,000,000.00	2,040.00	838.36
WAW Credit Union	Unrated	TD	GENERAL	Annual	02/03/2021	02/03/2023	0.7000	500,000.00	575.34	287.67
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	29/04/2022	14/03/2023	2.5400	1,000,000.00	139.18	139.18
ING Direct	A	TD	GENERAL	At Maturity	31/03/2022	29/03/2023	1.6800	1,000,000.00	1,426.85	1,380.82
BNK Bank	Unrated	TD	GENERAL	Annual	30/03/2021	04/04/2023	0.7000	900,000.00	552.33	517.81
NAB	AA-	TD	GENERAL	At Maturity	13/04/2021	18/04/2023	0.6000	1,000,000.00	6,295.89	493.15
Commonwealth Bank	AA-	TD	GENERAL	At Maturity	29/04/2022	26/04/2023	2.7100	2,000,000.00	296.99	296.99
BNK Bank	Unrated	TD	GENERAL	Annual	04/05/2021	09/05/2023	0.7000	1,000,000.00	6,942.47	575.34
AMP Bank	BBB	TD	GENERAL	Annual	04/05/2021	09/05/2023	0.7000	1,000,000.00	6,942.47	575.34
MyState Bank	BBB	TD	GENERAL	Annual	04/05/2021	09/05/2023	0.5500	1,000,000.00	5,454.79	452.05





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
NAB	AA-	TD	GENERAL	Annual	25/05/2021	23/05/2023	0.6300	2,000,000.00	11,771.51	1,035.62
ING Direct	A	TD	GENERAL	Annual	08/06/2021	13/06/2023	0.5000	500,000.00	2,239.73	205.48
ING Direct	A	TD	GENERAL	Annual	15/06/2021	13/06/2023	0.5000	750,000.00	3,287.67	308.22
Westpac	AA-	TD	GENERAL	Quarterly	06/07/2021	11/07/2023	0.5600	1,000,000.00	383.56	383.56
AMP Bank	BBB	TD	GENERAL	Annual	08/09/2021	05/09/2023	0.7500	500,000.00	2,414.38	308.22
Westpac	AA-	TD	GENERAL	Quarterly	30/11/2021	05/12/2023	1.1900	750,000.00	1,516.03	733.56
Westpac	AA-	TD	GENERAL	Quarterly	09/02/2022	13/02/2024	1.5800	500,000.00	1,753.15	649.32
Bendigo and Adelaide	BBB+	TD	GENERAL	Quarterly	22/02/2022	27/02/2024	1.6500	500,000.00	1,536.99	678.08
Westpac	AA-	TD	GENERAL	Quarterly	23/03/2022	26/03/2024	2.3200	1,000,000.00	2,478.90	1,906.85
BOQ	BBB+	TD	GENERAL	Annual	31/03/2022	27/03/2024	2.6000	1,000,000.00	2,208.22	2,136.99
Westpac	AA-	TD	GENERAL	Quarterly	18/06/2021	18/06/2024	0.8000	1,500,000.00	1,446.58	986.30
Westpac	AA-	TD	GENERAL	Quarterly	06/07/2021	09/07/2024	0.8000	1,000,000.00	547.95	547.95
BOQ	BBB+	TD	GENERAL	Annual	10/08/2021	12/08/2025	1.0000	1,000,000.00	7,232.88	821.92
Macquarie Bank	A+	CASH	GENERAL	Monthly	30/04/2022	30/04/2022	0.6000	3,916,385.67	2,175.06	2,175.06
NAB	AA-	CASH	GENERAL	Monthly	30/04/2022	30/04/2022	0.3100	4,816,946.20	1,596.45	1,596.45
<b>TOTALS</b>								<b>58,483,331.87</b>	<b>227,446.58</b>	<b>37,471.51</b>



## Counterparty Compliance as at 30/04/2022

### Long Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Commonwealth Bank	Long	AA-	9,500,000.00	16.24	25.00	-	5,120,832.97
✓	Westpac	Long	AA-	8,250,000.00	14.11	25.00	-	6,370,832.97
✓	NAB	Long	AA-	11,816,946.20	20.21	25.00	-	2,803,886.77
✓	Macquarie Bank	Long	A+	3,916,385.67	6.70	20.00	-	7,780,280.70
✓	ING Direct	Long	A	3,250,000.00	5.56	20.00	-	8,446,666.37
✓	Bendigo and Adelaide	Long	BBB+	500,000.00	0.85	15.00	-	8,272,499.78
✓	BOQ	Long	BBB+	7,600,000.00	12.99	15.00	-	1,172,499.78
✓	AMP Bank	Long	BBB	5,000,000.00	8.55	15.00	-	3,772,499.78
✓	MyState Bank	Long	BBB	1,000,000.00	1.71	15.00	-	7,772,499.78
✓	Auswide Bank	Long	BBB	1,250,000.00	2.14	15.00	-	7,522,499.78
✓	Warwick Credit Union	Long	Unrated	1,500,000.00	2.56	5.00	-	1,424,166.59
✓	Bank of Sydney	Long	Unrated	2,000,000.00	3.42	5.00	-	924,166.59
✓	WAW Credit Union	Long	Unrated	1,000,000.00	1.71	5.00	-	1,924,166.59

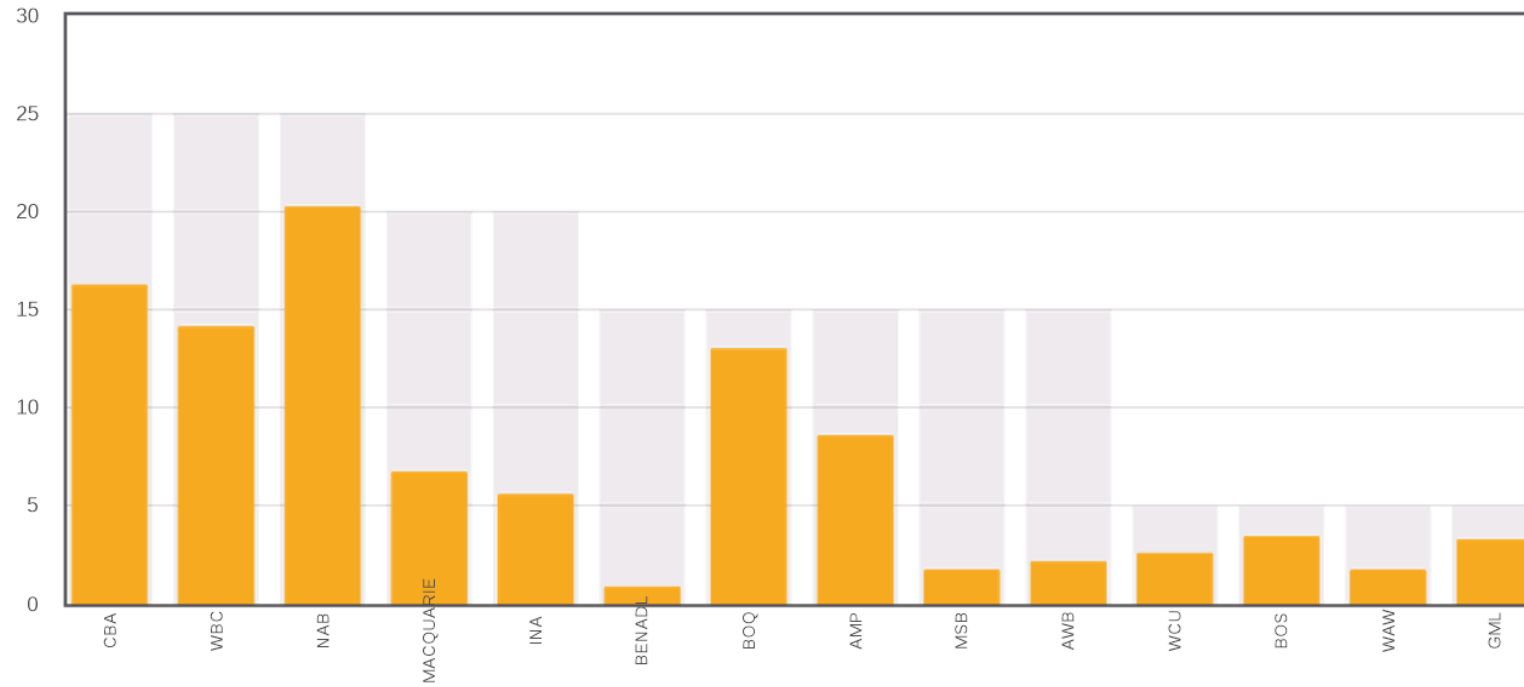


Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	BNK Bank	Long	Unrated	1,900,000.00	3.25	5.00	-	1,024,166.59
<b>TOTALS</b>				<b>58,483,331.87</b>	<b>100.00</b>			





Counterparty Compliance - Long Term Investments



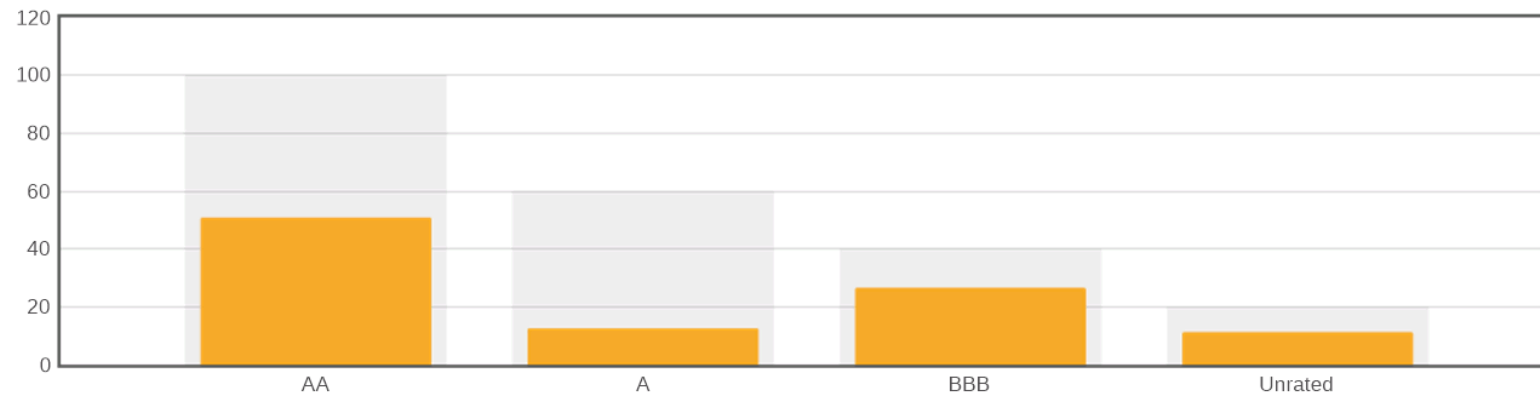


## Credit Quality Compliance as at 30/04/2022

### Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AA	29,566,946.20	50.56	100.00	28,916,385.67
✓	A	7,166,385.67	12.25	60.00	27,923,613.45
✓	BBB	15,350,000.00	26.25	40.00	8,043,332.75
✓	Unrated	6,400,000.00	10.94	20.00	5,296,666.37
<b>TOTALS</b>		<b>58,483,331.87</b>	<b>100.00</b>		

### Credit Quality Compliance - Long Term Investments

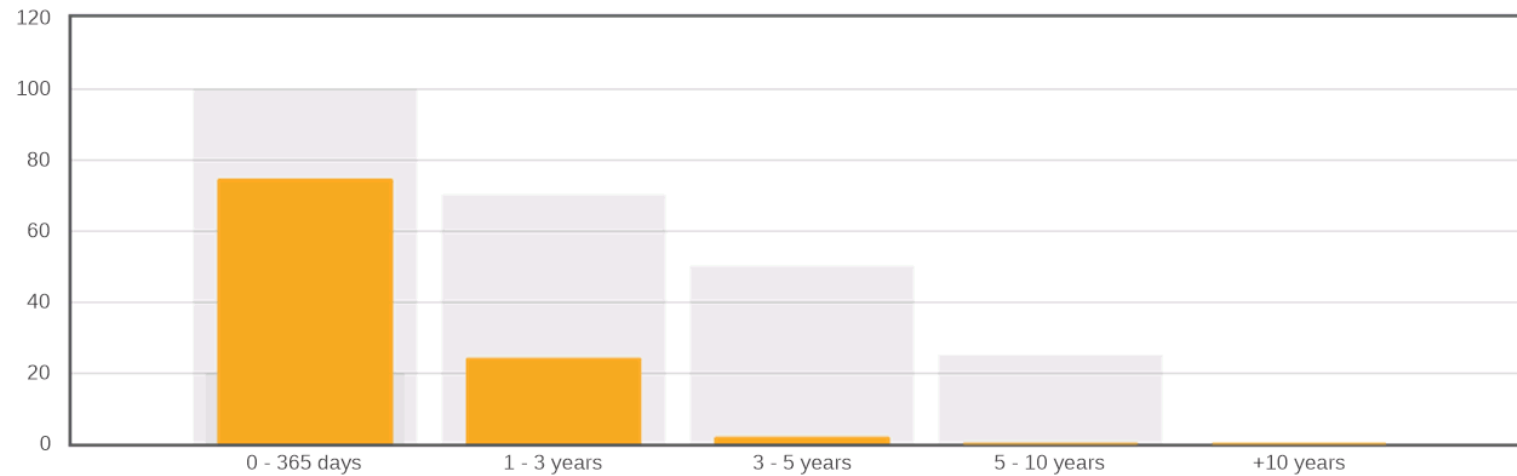




### Maturity Compliance as at 30/04/2022

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 365 days	43,483,331.87	74.35	20.00	100.00	15,000,000.00
✓	1 - 3 years	14,000,000.00	23.94	0.00	70.00	26,938,332.31
✓	3 - 5 years	1,000,000.00	1.71	0.00	50.00	28,241,665.94
✓	5 - 10 years	-	0.00	0.00	25.00	14,620,832.97
✓	+10 years	-	0.00	0.00	0.00	-
<b>TOTALS</b>		<b>58,483,331.87</b>	<b>100.00</b>			

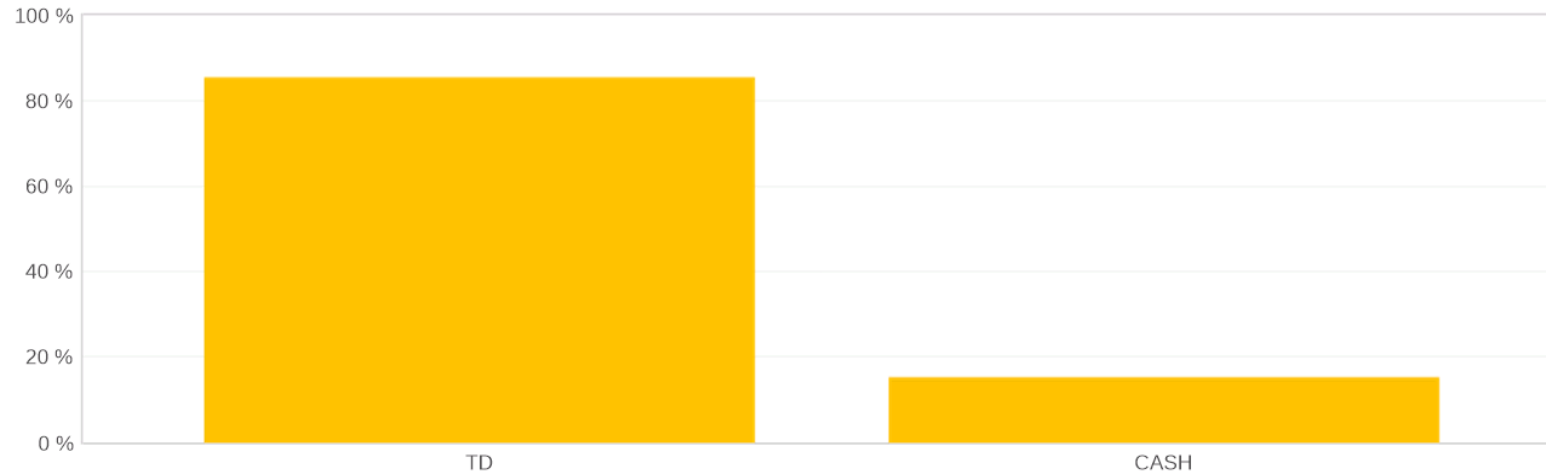
### Maturity Compliance





**Asset Class** as at 30/04/2022

Code	Number of Trades	Invested	Invested (%)
TD	51	49,750,000.00	85.07
CASH	2	8,733,331.87	14.93
<b>TOTALS</b>	<b>53</b>	<b>58,483,331.87</b>	<b>100.0</b>





### 8.3 DRAFT DISABILITY INCLUSION ACTION PLAN

**TRIM Number:** R22/123

**Author:** Director - Corporate and Community Services

#### PURPOSE

To provide Council with a copy of the draft Disability Inclusion Plan (DIAP) 2021-2025 and seek approval to place the plan on public exhibition for 28 days.

#### SUPPORTING INFORMATION

Included in the attachments:

- Executive Summary consultation
- Draft DIAP (Under a separate cover)

#### BACKGROUND

It was intended that prior to 30 June 2021, the new DIAP would be developed in accordance with legislation. Due to extenuating circumstances as a result of COVID-19, the NSW Minister for Families and Communities extended the legislative timeframe to 30 June 2022.

#### ISSUES AND COMMENTS

Under the Disability Inclusion Act (NSW) 2014, all NSW Councils are required to develop a Disability Inclusion Plan to demonstrate their commitment to improve access, employment, and facilities for people with a disability.

These plans will outline the measures put into place to break down barriers and promote access to services, information and employment whilst promoting the rights of people with a disability.

Four priority areas have been identified by people with a disability, these areas will guide strategies and actions of the DIAP:

- Developing positive community attitudes towards disability
- Creating liveable communities
- Increasing access to meaningful employment
- Improving access to mainstream services through improved systems and processes

There are several regulations and frameworks that guide disability inclusion planning and ensure the rights of people with disability are exercised and possible barriers are removed.

The Lachlan Shire Disability Inclusion Action Plan is developed by reference to International, Commonwealth and NSW State Legislation.

A suitably qualified and experienced inclusion professional was engaged to undertake community consultation and to develop the DIAP on behalf of Council.

Council and the DIAP consultant have worked diligently to ensure there has been an opportunity for as many stakeholders as possible to engage with the process. In person, written, telephone and virtual community engagement occurred during January and February 2022. An Executive Summary of the consultation is attached to this report.

In summary, consultation consisted of community surveys advertised on Council's website and Facebook page as well as 'community pop ups' and informal meetings carried out with: staff, disability and broader service providers and individuals with disabilities in the community.

Peer review of the document was undertaken by the Manager, Disability Inclusion Strategy, Policy and Commissioning, Department of Communities and Justice in April 2022. Relevant feedback was incorporated.

The draft Delivery Program 2022-26, draft Operational Plan 2022-23 and Lachlan Shire Council Workforce Plan 2022-26 all include references to the DIAP. Lachlan Shire Council has chosen to incorporate DIAP actions into its four-year Delivery Program.

Reporting on the Plan will take place through the Lachlan Shire Council Annual Report which is made publicly available online and via hardcopy (paper) versions. Annual reporting on outcomes of the plan will be provided to the Minister for Families, Communities and Disability Services as required.

This plan will be reviewed and amended accordingly in 2025.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The DIAP was completed within budget. It is important to note that nothing in the draft Disability Inclusion Action Plan proposes an increase in costs to Council. The majority of actions are similar to previous plans & refer to initiatives that are included in Council's draft Long Term Financial Plan e.g. ramps in footpaths, hearing loops, website accessibility improvements and advocacy.

### **LEGAL IMPLICATIONS**

Under the Disability Inclusion Act (NSW) 2014, all NSW Councils are required to develop a Disability Inclusion Plan (DIAP) to demonstrate their commitment to improve access, employment, and facilities for people with a disability.

### **RISK IMPLICATIONS**

None identified.

### **STAKEHOLDER CONSULTATION**

Lachlan Shire's Youth Strategy (2021 – 2030)

Micromex Survey May 2021

ELT- September 2021 & November 2021

OMT – September 2021

Internal Working party formed to facilitate information sharing with representatives from all Council Directorates- December 2021.

Peer review of document undertaken by Manager, Disability Inclusion Strategy, Policy and Commissioning, Department of Communities and Justice – April 2022.

Stakeholder engagement as set out in the attached Executive Summary.

### **OPTIONS**

Not applicable.

### **CONCLUSION**

Council is asked to approve the public exhibition of the draft Disability Inclusion Action Plan for a period of 28 days from 26 May to 22 June 2022. Comments received will be provided to Council for consideration.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

Outcome 1.7 Improved Social Outcomes for those with disabilities

Outcome 1.8 Wellbeing of Youth

Outcome 3.2.2 Implement the Disability Inclusion Action Plan

Outcome 4.2 Strong Effective & Responsive Council

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

**RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report R22/123 be received and noted.
2. The draft Disability Inclusion Action Plan 2021-2025 be placed on public exhibition of for a period of 28 days from 26 May to 23 June 2022.
3. Following the completion of the public exhibition period the Director of Corporate and Community Services present a further report, summarising any submissions received during the public exhibition period, for the consideration of Council prior to final adoption of the Disability Inclusion Action Plan 2021-2025.

**ATTACHMENTS**

1. **DIAP Executive Summary Community Consultation** [↓](#)

**Lachlan Shire Disability Inclusion Action Plan 2021-2025****Community Consultation Executive Summary**

The community including Council staff and service providers played an integral role in the initial development of the Lachlan Shire Council Disability Inclusion Action Plan 2021-2025.

The community engagement had a dual purpose to both create awareness about the Disability Inclusion Action Plan, and to seek feedback.

As part of the planning review process, Council also utilised information contained in the May 2021 Lachlan Shire Community Research document to inform the actions.

This report provides a summary of community consultation involved in the planning and research of the Lachlan Shire Disability Inclusion Action Plan.

Community engagement and feedback for this Plan was provided by people living with a disability, their families and carers as well as staff working in the disability sector.

The *NSW Disability Inclusion Action Planning Guidelines for Local Government* recommend four focus areas: positive community attitudes and behaviours, creating liveable communities, supporting access to employment and the establishment of accessible systems and processes.

**Attitudes and Behaviours:** Attitudes of community members is mostly supportive and helpful. Community feel that smaller towns are helpful and there is a greater sense of support as individuals know one another. Attitudes towards mental illness was an area identified as needing improvement across services.

**Liveable Communities:** Roads, footpaths and footpath ramp gradients were highlighted as a major barrier to access, accessibility of existing council buildings such as community halls were also identified as a barrier.

Transport and lack of accessible health services rated highly, lack of transport options to attend appointment in larger towns resulting in individuals not attending to physical and mental health concerns or illnesses.

Opportunities for people with a disability to be involved in community events is an area which could be improved. Difficulty experienced by families with young children with a disability due to playgrounds and shared spaced and early learning services not universally accessible.

Access to suitable and affordable housing highlighted as a major issue across the community, the aging population of the shire also requires a planned vision into housing and access to services into the future.

**Employment:** Limited opportunity in towns for further study and upskilling, difficulty for those with a disability to find employment as roles often not advertised. Issue highlighted with connect ability and opportunities for people to access internet to complete online forms.

**Systems and Processes:** Access to services and information often weighted to online services which can be a disadvantage to lower SES individuals and families. Issues highlighted with access to government services such as Centrelink, rental and housing support and employment.

**Scope of Consultation**

Consultation consisted of a community survey's advertised on Council's website and Facebook page as well as 'community pop ups' and informal meetings carried out with: staff, disability and broader service providers and individuals with disabilities in the community. This type of direct consultation encouraged participants to have their say.

Micromex Research

In 2021, Micromex carried out research surveying community members within our community, 11% of these respondents identified as having a disability.

When asked how strongly they agreed or disagreed with the statement

*“Council’s services and programs are accessible and easy to use for everyone, including those with a disability”*

Responses varied with 31% agreeing, 33% neither agreed nor disagreed and 7% strongly disagreed.

Youth Strategy 2021-2030 Realising our Potential

Community consultation was undertaken as part of the development of this strategy and the strategy included various actions. Specifically one of the Community and Culture Action stated “through our Disability Inclusion Action Planning, implement actions that will enable the increased participation of young people with disability in community activities”.

Lachlan Shire Community Strategic Plan – Have Your Say survey

In February 2022 a survey was available across Councils web and Facebook page, hard copy surveys were also distributed to target groups and made available upon request.

Of the 109 respondents, 7% identified as having a disability and 12.5% identified as being a carer of an individual with a disability.

Survey responses identified roads and footpaths to be the greatest barrier experienced across the shire, followed by a lack of opportunities to engage in community though events or activities and accessibility of buildings and shops. This survey also encouraged respondents to make contact with DIAP representative as an alternative feedback option or to discuss their feedback further.

The below results are taken from the survey when respondents were asked what barriers they have experience within Lachlan Shire.

Accessibility of buildings and shops	21.33%
Lack of awareness or poor attitude of staff to those with a disability	8.00%
No clear signage	20.00%
Information not accessible or in accessible formats	22.67%
Lack of opportunities to engage in community though events or activities	32.00%
Roads and footpaths not disability friendly	68.00%

Source: **Have your say survey**

Community Consultations

In February 2022, there were opportunities for everyone in the Shire to participate and provide input into the Plan through community pop-up sessions in Condobolin, Lake Cargelligo, Tottenham and Tullibigeal.

These consultations were held in conjunction with community engagement efforts for Council’s Community Strategic Plan and occurred on:

- Monday 14 February in Condobolin: 10:00am - 12 noon Condobolin Foodworks and 2:00pm - 5:00pm Condobolin SUPA IGA

- Tuesday 15 February in Condobolin: 8:00am - 10:00am Condobolin Newsagency
- Wednesday 16 February in Tottenham: 10:00am - 1:00pm Tottenham Foodworks
- Thursday 17 February in Lake Cargelligo: 10:00am - 12 noon IGA Supermarket and 2:00pm - 5:00pm Post Office
- Friday 18<sup>th</sup> February in Tullibigeal: 2:30pm - 5:30pm Tullibigeal Co-Op

#### Informal discussions with service providers

Discussions were held with disability and wider community service providers across the shire:

What we talked about:

- What is your experience of disability in the Lachlan Shire
- What do you find are barriers to inclusion
- What strategies do you have to address these barriers
- The disability friendliness of Lachlan Shire council facilities

What you told us was important:

- Ensuring accessible paths, road and footpath ramps between services and facilities
- Addressing housing issues and development of planning around accessible housing into the future
- Improving access to health services
- Opportunities for people with a disability to engage in community events, activities and sporting grounds
- Increase in opportunities for people with a disability to participate in meaningful work, education and training. Providing venues and resources to access online training.
- Access to support services such as employment, health and disability services – increase in hours for government services such as Centrelink
- Access to mental health services
- A space for hot-desk community services that was confidential and allowed access to internet services – currently this occurs at local café in Condobolin
- Access to existing council building such as community halls
- Inclusive practices and design across early years services
- Parks, play grounds and sporting fields to be universally accessible

## 8.4 QUARTERLY BUDGET REVIEW 3 2022 FY

**TRIM Number:** R22/132

**Author:** Director - Corporate and Community Services

### PURPOSE

To provide Council with a quarterly review of the Operational Plan budget as at 31 March 2022, as required by the *Local Government (General) Regulation 2021*.

### SUPPORTING INFORMATION

A copy of Council's Quarterly Budget adjustments, projected results and proposed reserve balances are included as attachments.

In addition, as previously requested by Council, CDRV reserve movements and the unallocated balance of each location is provided in this report.

### BACKGROUND

The *Local Government (General) Regulation 2021* requires the Council to prepare and consider a budget review statement each quarter (aside from June), which shows:

- Estimates of Income and Expenditure
- Any relevant revisions of these estimates

This review is completed in consultation with the responsible Director or Manager of the relevant department.

The statement must comply with the Local Government Code of Accounting Practice and be considered by the Council no later than 2 months past the conclusion of the quarter.

### ISSUES AND COMMENTS

Council staff have completed a review of the 2021-2022 budget to identify:

- Budget variations;
- Council resolutions impacting on budget; and
- Information that has become available since the adoption of the current year's budget which is not currently reflected in the 2021-2022 Operational Budget.

Council's expected net financial position as at 30 June 2022, after the proposed budget amendments, is shown in **Attachment 1**, along with the actual financial results for the period ended 31 March 2022.

The actual year to date operating result as at 31 March 2022 shows an operating gain of \$464k before capital income.

This quarterly review shows an operating budget before capital gain of \$2.03M by 30 June 2022. This is a significantly improved position from the December 21 quarterly review. However, the majority of this result is attributed to the portion of the 2023 Financial Assistance Grant (FAG) that has been received in advance. Only the amount over the 2022 budget has been recognised in this QBR.

Overall, a cash surplus position at this review has been maintained, it has reduced with the 2023 FAG prepayment being reserved.

Significant variances have been summarised below, please refer to **Attachment 2** for individual line items:

- Operating expenditure and income – Interest has been updated across the funds to reflect the low rates received over the year. With the Reserve Bank lifting the cash rate the position will gradually improve. In expenses, \$570K in street lighting improvement funded from LRCI R3 has been included.
- Capital Expenditure budget has increased by \$1.9M with \$1.6 M relating to the Drought Water Security and bore field projects in Condobolin. \$200K of LRCI R3 has been brought in for this quarterly budget.
- Capital grants – budget has increased by \$2.4M in line with the capital expenditure increases

Overall, actual operating expenses are within acceptable ranges as at 31 March 2022 at 71.6%, with three quarters of the financial year elapsed.

Actual revenue is also meeting expectations at 64.3%. It should be noted that due to end of year accounting adjustments, mainly related to capital grants not expended in the year they are received, that actual revenue in our financial statements could be lower.

Like all other Councils, Lachlan received an upfront payment of 75% of its 22.23 FY Financial Assistance Grant in advance this year. In the past Council has received 50% in advance, so the negative impact in future years, on operating grants, should the upfront payment not occur again could be even greater. This would be a timing matter only and all Councils will be in the same position.

#### Water business

As previously discussed with councillors, the water business continues to project significant losses. The budget operating deficit for water is expected to be \$1.2m which is an improvement of \$400K from the previous quarter. It should be noted that at the end of March 2022, the quarter three water bill had not been raised and therefore not included in the fees and charges income.

#### **REPORT BY RESPONSIBLE ACCOUNTING OFFICER**

The following statement is made in accordance with Clause 203(2) of the *Local Government (General) Regulations 2021*:

Council's projected financial position as reflected in QBR3 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

#### **LEGAL IMPLICATIONS**

Nil to this report.

#### **RISK IMPLICATIONS**

There are financial risks with projecting budgeted income and expenditure as unexpected variances can occur. These can be mitigated by careful management of costs.

Financial risks in relation to the timing of the Financial Assistance Grant and end of year accounting adjustments as noted in the second last paragraph in the Issues and Comments section.

#### **STAKEHOLDER CONSULTATION**

Council officers with budgetary responsibilities have been consulted in identifying these budget variations.



**OPTIONS**

That Council approve the budget variations as listed in the Quarterly Budget Review (3) adjustment documents.

**CONCLUSION**

Council's financial position remains reasonable however, fiscal restraint is essential.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP: 4.2 - Strong effective and Responsive Council

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

**ATTACHMENTS**

1. **Operational Budget after QBR3 adjustments** [↓](#)
2. **QBR 3 Summary of adjustments** [↓](#)
3. **Reserve Balances as at 31 March 2022** [↓](#)
4. **CDRV Reserve Balances as at 31 March 2022** [↓](#)

**RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R22/132 be received and noted.
2. The Quarterly Budget adjustments and reserve movements be adopted as presented.

Operational Budget Budget 2021-2022								
Description	Original Annual Budget - Operating Plan 2021/2022	Actual YTD Results as at 31 March 2022	Percentage Actual YTD/Amended QBR Budget	Revotes & additional projects	Adjustments for QBR1	Adjustments for QBR2	Adjustments for QBR3	Proposed Amended Annual Budget as at 30/06/22
<b>CONSOLIDATED RESULTS</b>								
<b>Income</b>								
Rates & Annual Charges	(12,545,102)	(11,897,337)	100.8%	-	722,065	-	-	(11,823,037)
User Charges & Fees	(4,430,059)	(3,242,465)	60.1%	-	8,508	(807,145)	(103,050)	(5,391,745)
Interest & Investment Revenue	(550,377)	(135,776)	32.8%	-	-	-	136,875	(413,702)
Other Revenues	(406,138)	(819,057)	98.4%	-	(120,580)	(133,577)	(171,988)	(832,281)
Grants & Contributions - Operating	(16,834,031)	(10,078,623)	51.8%	(20,000)	(94,951)	(47,480)	(2,471,808)	(19,468,070)
Grants & Contributions - Capital	(12,722,974)	(15,128,885)	56.8%	(1,755,251)	(1,993,300)	(7,661,961)	(2,446,578)	(26,610,062)
Net Gains from the Disposal Of Assets	0	(168,451)						0
<b>Total Income from Continuing Operations</b>	<b>(47,488,678)</b>	<b>(41,470,574)</b>	<b>64.3%</b>	<b>(1,775,251)</b>	<b>(1,478,258)</b>	<b>(8,740,163)</b>	<b>(5,056,547)</b>	<b>(64,538,897)</b>
<b>Expenses</b>								
Employee Costs	10,164,096	6,077,455	60.4%	29,444	14,414	5,180	(153,869)	10,059,265
Borrowing Costs	378,298	94,123	24.9%	-	-	-	-	378,298
Materials & Contracts	8,763,877	8,188,699	74.5%	428,252	190,634	902,694	712,284	10,998,041
Depreciation	10,346,610	7,759,958	74.8%	-	-	-	48,830	10,395,440
Other Expenses	4,085,278	3,588,764	89.4%	-	-	(30,919)	(40,473)	4,013,886
Losses on Disposal of Assets	50,000	0						50,000
<b>Total Expenses from Continuing Operations</b>	<b>33,788,159</b>	<b>25,708,999</b>	<b>71.6%</b>	<b>457,696</b>	<b>205,048</b>	<b>877,255</b>	<b>566,772</b>	<b>35,894,931</b>
Operating Result from continuing operations - (Gain)/Loss	(13,700,520)	(15,761,576)		(1,317,555)	(1,273,210)	(7,862,908)	(4,489,775)	(28,943,967)
Operating Result from continuing operations before Capital income (Gain)/Loss	(977,545)	(464,260)		437,666	720,090	(170,947)	(2,043,169)	(2,033,904)
<b>Capital Expenditure</b>	<b>33,076,471</b>	<b>28,914,165</b>	<b>52.0%</b>	<b>9,535,513</b>	<b>2,433,586</b>	<b>8,690,256</b>	<b>1,873,708</b>	<b>55,609,534</b>
Loan Funds Utilised	0	0	0.0%	-	-	-	-	0
Loan Principal Repaid	460,029	345,022	75.0%	-	-	-	-	460,029
Transfers to Restricted Assets (Reserves)	137,614	137,614	1.4%	-	-	1,060,242	8,509,605	9,737,461
Transfers from Restricted Assets (Reserves)	(10,130,954)	(10,130,954)	37.4%	(8,217,958)	(690,599)	(3,596,802)	(4,472,287)	(27,108,600)
Depreciation Contra	(10,346,610)	(7,759,958)	74.6%	-	-	-	(48,830)	(10,395,440)
<b>Net Unrestricted Cash (Surplus)/Deficit</b>	<b>(503,969)</b>	<b>(4,255,686)</b>		<b>\$ -</b>	<b>\$ 469,777</b>	<b>(1,679,212)</b>	<b>1,372,421</b>	<b>(340,982)</b>

<b>Proposed Quarterly Budget Adjustments March 2021</b>	
<b>INCOME - OPERATING</b>	<b>\$</b>
Children Services - Mobile - Reimbursements	750.00
Children Services - Preschool - Sundry Income	400.00
Building - Rental Income - Childrens Services 35 Marsden Street	1,050.00
Corporate Services - Statutory Fees	2,500.00
Corporate Services - Reimbursements Insurance Incentives	14,155.00
Corporate Services - Reimbursement Training	40,000.00
Corporate Services - Interest on Internal loans	3,325.00
Interest on Investments - General Fund	140,000.00
Interest on Investments Interfund transfers	83,000.00
Interest on Investments - Water Fund	40,000.00
Interest on Investments - Sewer Fund	40,000.00
Interest on Investments - Waste Fund	3,000.00
Building Control - Statutory Fees	30,000.00
Building Dwellings - Reimbursements	3,092.00
Caravan Parks - CondoBolton User Fees	50,000.00
Environmental Protection - Carbon Credits	13,809.00
Regulatory Services - Animal Control Fees	4,000.00
Town Planning - Section 7.12 Contributions	8,000.00
Waste Management - User Fees	4,000.00
Waste Management - Scrap Metal	8,400.00
Economic Development - Truck Wash Fees	3,500.00
Water Fund - Reimbursement for water carting	91,382.00
<b>Total Adjustment for Operating Income (Increase)</b>	<b>138,363.00</b>
<b>INCOME - CAPITAL GRANTS &amp; CONTRIBUTIONS</b>	
Local Roads & Community Infrastructure Round 3 - Tottenham Caravan Park Enhancement	75,000.00
Local Roads & Community Infrastructure Round 3 - Renovation of Council Chambers	50,000.00
Local Roads & Community Infrastructure Round 3 - Willow Bend Sports Centre Renewal	50,000.00
Local Roads & Community Infrastructure Round 3 - Lake Cargelligo Companion Animal Surrender Cages	5,000.00
Local Roads & Community Infrastructure Round 3 - Officers Parade/Scott Street road works	20,000.00
Water Fund - CondoBolton Bore Field II Stage 1 - Restart NSW 755 (75%)	406,000.00
Water Fund - Tottenham Water supply Storage Upgrade Augmentation - Restart NSW 841	30,000.00
Water Fund - DW5072 CondoBolton Drought Water Security Project	1,810,576.00
<b>Total Adjustment for Capital Grants &amp; Contributions (Increase)</b>	<b>2,446,576.00</b>
<b>INCOME - OPERATING GRANTS</b>	
2023 Financial Assistance Grant in Advance - General and Roads	1,899,123.00
Youth Week Funding	1,026.00
RFS - Hazard Reduction	9,950.00
Economic Development - Stronger Country Communities R3 - Tottenham Youth Hall	11,409.00
Local Roads & Community Infrastructure Round 3 - Street Lighting	570,000.00
<b>Total Adjustment for Operating Grants (Increase)</b>	<b>2,471,608.00</b>
<b>EXPENDITURE</b>	
Building Dwellings - Buildings maintenance	7,000.00
Buildings Dwellings - Electricity	2,000.00
Buildings Dwellings - Utilities	5,000.00
Caravan Parks - Telecommunications	5,500.00
Caravan Parks - Tottenham Cleaning	12,000.00
Children Services - After School Care - Workers Comp	100.00
Children Services - Lake Preschool Reserve - Water	1,600.00
Children Services - Mobile - Recruitment expenses	1,700.00
Children Services - Mobile - Rent	1,050.00
Children Services - Mobile - Workers Comp	1,000.00
Children Services - Preschool - Workers Comp	500.00
Children Services - Preschool I-Pad	850.00
Children Services - Vacation Care - Workers Comp	100.00
Community Activities - Contribution to Western Plains Regional Development	1,070.00
Corporate Services - Asset Revaluations	25,000.00
Corporate Services - Depreciation	48,830.00
Corporate Services - Equipment Maintenance and Repairs	5,000.00
Corporate Services - Grounds Maintenance	5,500.00
Corporate Services - Office Admin - Recruitment	2,510.00
Corporate Services - Office Equipment & Furniture	3,224.00
Corporate Services - other consultants	8,000.00
Corporate Services - Professional Services	112,498.00
Corporate Services - Salaries & Wages	97,951.00
Corporate Services - Terms & Conditions of Business preparation	2,120.00
Corporate Services - Workers Comp	6,660.00
Economic Development - Grants paid	11,409.00
Economic Development - Professional Costs	10,000.00
Economic Development - Salaries	10,000.00
Elected Members - Office Equipment & Furniture	9,150.00
Elected Members - Subscriptions	9,150.00
General Manager - Audit & Risk committee expenses	30,000.00
General Manager - Community Consultation	2,120.00
Gum Bend Lake Electrical upgrades	5,421.00
Health Admin - Professional Costs - Depot Legal Fees	65,000.00
IT - Civica Licence	50,000.00
IT - Software Licences	50,000.00

DETAILS	\$
Library - Equipment Maintenance & repairs	3,000.00
Library - Printing and Photocopier	4,500.00
Library - Staff Training	1,500.00
Medical Centres - Building Maintenance	9,236.00
Medical Centres - Cleaning Costs	8,236.00
Medical Centres - Office Administration	1,000.00
RFS - Fire Tracks Maintenance	7,870.00
RFS - Vehicle Maintenance - employee expenses	33,982.00
RFS - Vehicle Maintenance - materials	17,000.00
Roof Safety System for Council Buildings	45,000.00
Sewer Fund - Sewer Pumping Stations equipment repairs and maintenance Condobolin	4,000.00
Sewer Fund - Sewer Pumping Stations repairs and maintenance Condobolin	4,000.00
Sports Stadium - Building Maintenance	13,540.00
Sports Stadium - Contractor Payments	13,540.00
Sports Stadium - Fittings & Equipment	10,000.00
Street Lighting - LED replacement - LRCI R3	570,000.00
Town Planning - Professional Services	55,000.00
Town Planning - Application Tracking	12,094.00
Town Planning - Cultural Heritage Study	10,000.00
Vacant Lands - Other expenses	10,000.00
Vacant Lands - Utilities	10,000.00
Waste Management - Interest on loans	3,325.00
Water Fund - Condobolin Scoping Study Water Treatment Plant	20,920.00
Water Fund - Computer/IT costs	540.00
Water Fund - Supply Administration	12,000.00
Water Fund - Utilities Water	12,540.00
Water Fund - Water Pumping Station Gibsonvale	4,000.00
Water Fund - Water Pumping Station Merri Abba Electricity	57,000.00
Water Fund - Water Reservoir Maintenance & Repairs - Tottenham Leg O Mutton	12,790.00
Water Fund - Water Reservoirs 16 Mile Pumping Station	4,130.00
Works/ Labour Overheads - protective clothing and safety items	10,000.00
Works/ Labour Overheads - Work Health and Safety expenses	10,000.00
Youth Services - Youth Week	2,852.00
<b>Total Adjustment for operating Expenditure (Increase)</b>	<b>566,772.00</b>
<b>CAPITAL EXPENDITURE</b>	
Gum Bend Lake Footpath upgrades	14,500.00
Corporate Services - Authority Procure to Pay	44,000.00
Corporate Services - Communications Upgrade	20,000.00
Sports Stadium - Fittings and equipment	10,000.00
Tottenham Caravan Park Enhancement LRCI R3	75,000.00
Renovation of Council Chambers - LRCI R3	50,000.00
Willow Bend Sports Centre Renewal - LRCI R3	50,000.00
Lake Cargelligo Companion Animal Surrender Cages - LRCI R3	5,000.00
Officers Parade/Scott Street road works - LRCI R3	20,000.00
Water Fund - 16 Mile Transfer Main - 4x New Scour Valves	20,000.00
Water Fund - Shire wide water supply assets electrical & SCADA upgrade	20,000.00
Water Fund - Lake Cargelligo Solar Panels	57,000.00
Water Fund - Condobolin Bore Field II Stage 1 - Restart NSW 755	406,000.00
Water Fund - Condobolin WTP - clearSCADA and Server Upgrade	5,700.00
Water Fund - Lake Cargelligo - Water ClearSCADA & Server upgrade	5,200.00
Water Fund - Lake Cargelligo - Replace PE Liner in chemical evaporation pond	8,500.00
Water Fund - Shire wide water meters replacement program	19,400.00
Water Fund - Tottenham Water supply Storage Upgrade Augmentation - Restart NSW 841	30,000.00
Water Fund - DWS072 Condobolin Drought Water Security Project	1,285,208.00
Sewer Fund - Condobolin Pumping Station - investigation, concept design, detailed design for Moulder St SPS upgrade	75,000.00
Sewer Fund - Condobolin Pumping Station - investigation, concept design, detailed design for Lachlan St SPS upgrade	75,000.00
Sewer Fund - Shire wide sewer assets - VSDs service, replacements & spares	51,059.00
Sewer Fund - Shire Wide Vent Stack Replacement	11,059.00
Sewer Fund - Tottenham STP - flow meters at inlets and outlets and connect to telemetry	28,000.00
Sewer Fund - Shire wide sewer assets electrical & SCADA upgrade	68,000.00
Roof Safety System for Council Buildings	45,000.00
Renown Park - Electronic Noticeboard SCCF R4-1087 2022	10,000.00
Community Noticeboards/Digital Signs	10,000.00
<b>Total Adjustment for Capital Expenditure (Increase)</b>	<b>1,873,708.00</b>
<b>TRANSFER TO RESERVES</b>	
Revolving Credit Fund	13,809.00
Transfer to 7.12 Contributions Reserve	8,000.00
Condobolin Depot Reserve from unfinished works reserve	462,521.00
Financial Assistance General & Road Component Advance 2023 payment	8,025,275.00
<b>Total Adjustment for Transfers to Reserves</b>	<b>8,509,605.00</b>
<b>TRANSFER FROM RESERVES</b>	
Transfer from Gum Bend Lake Reserve for electrical upgrades	5,421.00
7.12 Contributions Reserve - Gum Bend Lake footpath	14,500.00
Unspent Grants reserve - Children Services Preschool	850.00
Unspent Grants reserve - Planning Portal Grant	12,094.00
Unfinished Works Reserve - transfer to Depot reserve	462,521.00
Financial Assistance General and Road Component 2022	3,976,901.00
<b>Total Adjustment for Transfers from Reserves</b>	<b>4,472,287.00</b>

2022 RESERVE MOVEMENTS

Details	Opening Balance 1/07/2021	Approved by Cnl Resin June 21		Approved by Cnl Rsin Sept 21	Approved by Cnl Rsin Nov 21		Approved by Cnl Rsin Feb 22		QBR3 adj tfr in	QBR3 adj tfr out	Proposed Balance
		2022 Annual Budget transfers in	2022 Annual Budget transfers out	Budget Revotes	QBR 1 adj tfr in	QBR 1 adj tfr out	QBR2 adj tfr in	QBR2 adj tfr out			
<b>19550/29550/39550 - Other Reserves</b>											
9550 - Reserve ELE	1,955,000										1,955,000
9551 - Reserve Unexpended Grants	7,530,340		1,302,000	3,100,666		508,088		2,292,523		12,944	314,119
9552 - Reserve Uncompleted Works	5,692,896		55,231	1,512,464		117,000	1,078,242			462,521	4,623,622
9553 - Reserve Election	70,000	25,000	66,000								28,000
9554 - Reserve Chambers/Computers	149,256		10,000	80,775				10,000			68,481
9555 - Reserve Meals on Wheels	95,319										65,319
9556 - Reserve Town Planning	32,653										32,653
9557 - Reserve Cemetery	55,529										6,927
9558 - Reserve Plant	6,637,537		725,351	1,261,293							4,650,893
9559 - Reserve Housing & Development	1,708,208							80,000			1,628,208
9562 - Reserve Swimming Pools	374,330			252,368							121,962
9563 - Reserve Retirement Village Proceeds	988,762		50,000								938,762
9568 - Reserve Aerodromes	135,568	5,000									140,568
9570 - Reserve Gravel Restoration Reserve	716,094		20,000								696,094
9571 - Reserve Gum Bend Lake	33,646									5,421	58,225
9572 - Reserve HACC	25,000										25,000
9574 - Reserve Insurance	0										0
9575 - Reserve Domestic Waste Management	147,163										147,163
9576 - Reserve Capital Improvements	1,655,144			167,163							1,487,981
9577 - Reserve Tip Restoration	188,188										188,188
9580 - Reserve Stormwater Drainage	588,656	52,550									641,206
9582 - Reserve Condoobolin Main Street Improve	104,261										104,261
9583 - Reserve FAG GP & Road Grant Rec'd in Advance	3,185,625								8,025,275	3,976,901	7,213,999
9586 - Reserve Waste Management Improvements	338,921	33,454		121,378							250,997
9587 - Reserve Depot Improvements	6,787,480		8,787,479						462,521		462,521
9589 - Reserve Section 7.12 Contributions	334,388	21,610	30,000				12,000		8,000	14,500	331,498
9592 - Reserve Revolving Energy Fund	0								13,809		13,809
29550.9591 - S64 Contributions Water	13,245										13,245
29550.9578 - Water Supply Reserve	8,434,380		1,478,973	1,260,964		60,380		1,214,281			4,419,782
39550.9591 - S64 Contributions Sewer	3,925										3,925
39550.9578 - Sewer Supply Reserve	6,701,361		904,920	441,879		5,132					5,349,430
<b>19550 - Other Reserves Total</b>	<b>54,662,854</b>	<b>137,614</b>	<b>11,432,954</b>	<b>8,227,551</b>	<b>0</b>	<b>690,600</b>	<b>1,090,242</b>	<b>3,596,804</b>	<b>8,509,605</b>	<b>4,472,287</b>	<b>35,980,118</b>

LACHLAN SHIRE COUNCIL  
 PROJECTS FUNDING SUMMARY - CONDOBOLIN DISTRICT RETIREMENT VILLAGE RESERVE  
 31/03/2022

Job Ref	Project/Job	Est Cost	Proposed Funding					Spent to Date 2021/2022	TOTAL SPENT TO DATE	% of Budget Spent	31/03/2022
			CDRV Reserve	Other Reserves / Sales	General Revenue	Community Contrib	Grants				
	<b>complete</b>										
	<b>Albert</b>										
	Unallocated	\$ 100,000	100,000					-	0%	100,000	
		\$ 100,000	100,000	-	-	-		\$ -	0%	100,000	
	<b>Burcher</b>										
	Unallocated	\$ 50,000	50,000					-	0%	50,000	
3153	Water Filtration 2022	\$ 100,000	50,000	50,000			13,636	13,636		36,364	
		\$ 150,000	100,000	50,000	-	-		\$ 13,636	9%	86,364	
	<b>Condoblin</b>										
2473	Library Building Upgrade/Extension	\$ 720,000	520,000			200,000	State Library	634,122	100%	-	
	Scott Street - Residential Subdivision - returned in QBR 3 19	\$ 1,600,000	463,000	1,137,000				37,287	2%	455,694	
2857	Bathurst St Beautification	\$ 63,612	50,500		13,112			63,612	100%	-	
2742	SRA Showground - Perimeter Fence	\$ 24,500	24,500					24,500	100%	-	
2283	Adventure Park Construction	\$ 435,000	372,000		63,000			435,000	100%	-	
2527	Cemetery K&G, Sealing 2017-2018	\$ 140,000	100,000		40,000			193,723	100%	-	
	Unallocated	\$ 863	863					-	0%	863	
3123	Gumbend Lake Walkway S1	\$ 20,000	20,000					5,368	27%	14,632	
2764	Street Trees	\$ 80,000	80,000					55,051	69%	24,949	
3321	Purchase of 7 Hay Street	\$ 155,000	115,000	40,000				115,000	74%	-	
		\$ 3,238,975	1,745,863	1,177,000	116,112	-	200,000	\$ 1,563,663	48%	496,137	
	<b>Fifield</b>										
	Unallocated	\$ 100,000	100,000					-	0%	100,000	
		\$ 100,000	100,000	-	-	-		\$ -	0%	100,000	
	<b>Lake Cargelligo</b>										
2469	Entry Signs	\$ 50,000	50,000					52,044	104%	-	
2858	Foster St Beautification	\$ 303,000	200,000		103,000			55,423	18%	144,577	
2505	Adventure Playground	\$ 200,000	200,000					203,269	102%	-	
2285	Sportsground Upgrade	\$ 150,000	150,000					161,849	108%	-	
2434	Sportsground Irrigation	\$ 105,076	100,000		5,076			106,985	102%	-	
		\$ 808,076	700,000	-	108,076	-	-	\$ 579,571	72%	144,577	
	<b>Tullibigeal</b>										
2774	Recreation Ground Lighting	\$ 280,330	112,500			\$ 180,330		292,748	104%	-	
2772	Exercise Equipment	\$ 55,000	48,080					48,080	100%	-	
	Tullibigeal Co-Op Improvements	\$ 10,000	10,000					-		-	
	Unallocated	\$ 35,000	29,420					-	0%	29,420	
		\$ 380,330	200,000	-	-	-	180,330	\$ 340,828	90%	29,420	
	<b>Tottenham</b>										
2135	Swimming Pool Replace Amenities	\$ 621,000	189,550		100,000	150,000	181,450	781,977	126%	-	
	Tottenham Community Tent	\$ 2,499	2,499					-	100%	-	
2775	Tottenham Racecourse upgrade	\$ 7,951	7,951					7,951	100%	-	
		\$ 631,450	200,000	-	100,000	150,000	181,450	\$ 789,928	125%	-	
	<b>TOTALS</b>	\$ 5,408,831	3,145,863	1,227,000	324,188	150,000	561,780	32,264	6,547,980	121%	956,498

## 8.5 DRAFT INTEGRATED PLANNING & REPORTING DOCUMENTS

**TRIM Number:** R22/144

**Author:** Director - Corporate and Community Services

### PURPOSE

The purpose of this report is two-fold:

- To provide Council with draft copies of the Community Strategic Plan (CSP) 2022/23-2031/32, Delivery Program (DP) 2022/26, Operational Plan (OP) 2022/23 and Resourcing Strategy comprising the Workforce Management Plan (WMP) 2022/26 and Long Term Financial Plan (LTFP). The draft Budget, Revenue Policy and Fees and Charges are incorporated within the Operational Plan.
- To seek Council's approval to place the documents on public exhibition for 28 days.

### SUPPORTING INFORMATION

The above mentioned documents will be provided under separate cover due to their size.

### BACKGROUND

The *Local Government Act 1993* and associated regulations set out the requirements for Integrated Planning and Reporting.

### ISSUES AND COMMENTS

Council's documents comply with the Office of Local Government's Integrated Planning and Reporting Framework as required by the *Local Government (General) Regulation 2021*. The Framework requires councils to ensure their plans are integrated and subsequently provide streamlined service delivery to their community through the optimal use of resources and economies of scale throughout their operations.

#### Resourcing Strategy

The Resourcing strategy consists of three components being:

- The Long Term Financial Plan
- The Workforce Management Plan
- Asset Management Strategy (to be provided in a separate report in this month's business paper).

The resourcing strategy provides the financial resources, people and assets to achieve the outcomes in the CSP.

Council is not required to place its Resourcing Strategy on public exhibition but will exhibit the LTFP and Workforce Management Plan.

#### Budget including Revenue Policy and Fees and Charges

The Revenue Policy sets out Council's rating plan for the 2022/23 year.

When reviewing or making changes to the budget, Council is required under the *Local Government Act 1993*, to consider the Principles of sound financial management which are set out below:

- a) Council spending should be responsible and sustainable, aligning general revenue and expenses.
- b) Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.

As part of its annual budget process, Council reviews its Fees and Charges.

Section 610F of the *Local Government Act 1993* states Public notice of the proposed fees and the opportunity to provide a written submission on these must occur.

### **Disability Inclusion Action Plan (DIAP)**

The DIAP is included in a separate report in this month's business paper. Actions from the DIAP have been incorporated into the Delivery Program.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The LTFP shows a surplus including capital income across the life of the plan.

### **LEGAL IMPLICATIONS**

The *Local Government Act 1993 NSW* requires:

#### 402 Community Strategic Plan

(1) Each local government area must have a community strategic plan that has been developed and endorsed by the council. A community strategic plan is a plan that identifies the main priorities and aspirations for the future of the local government area covering a period of at least 10 years from when the plan is endorsed.

(2) A community strategic plan is to establish strategic objectives together with strategies for achieving those objectives.

(3) Following an ordinary election of councillors, the council must review the community strategic plan before 30 June following the election. The council may endorse the existing plan, or develop or endorse a new community strategic plan, as appropriate, to ensure that the area has a community strategic plan covering at least the next 10 years.

#### 403 Resourcing Strategy

A council must have a long-term strategy (called its resourcing strategy) for the provision of the resources required to perform its functions (including implementing the strategies set out in the community strategic plan).

#### 404 Delivery Program

(1) A council must have a program (called its delivery program) detailing the principal activities to be undertaken by the council to perform its functions (including implementing the strategies set out in the community strategic plan) within the resources available under the resourcing strategy.

(2) The council must establish a new delivery program after each ordinary election of councillors to cover the principal activities of the council for the 4-year period commencing on 1 July following the election.

#### 405 Operational Plan

A council must have a plan (called its operational plan) that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.

### Section 610F Public notice of fees

Council must not determine the amount of a fee until it has given public notice of the fee and has considered any written submissions made to it during the period of public notice. The council must give public notice (in accordance with section 705) for at least 28 days of the fee proposed.

The *Local Government (General) Regulation 2021* requires

#### 196A Integrated planning and reporting guidelines—the Act, s 406

A council must comply with the integrated planning and reporting guidelines in the document entitled Integrated Planning and Reporting Guidelines for Local Government in NSW, published on the website of the Department, as in force from time to time.



**RISK IMPLICATIONS**

There are a number of risks to Council in relation to the timing and amount of revenue to be received as well as the ability to collect rates in a timely manner. In particular, changes to valuations and decisions around rating and rating categories are subject to risk.

There are financial risks related to ensuing actual expenditure is in line with budgeted amounts.

It should be noted that all financial figures are unaudited and subject to change.

Forecasts are subject to change as they are reviewed as part of the respective year's annual budget and through amendments during the 2022-2023 financial year through the Quarterly Budget review processes.

Councillors are subject to political risk when making decisions about revenue options and the funding of particular programs.

**STAKEHOLDER CONSULTATION**

These documents have been developed after extensive public consultation with Councillors, staff and the community.

**OPTIONS**

N/A

**CONCLUSION**

The draft documents will go on public exhibition on 26 May 2022 for 28 days.

As it is a publicly available document, Councillors may receive questions from the community.

Any proposed changes, received in writing, during the public exhibition period will be provided to Council for consideration and where necessary incorporated into the draft documents. These final documents will be presented to Council at the 29 June 2022 Ordinary meeting.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

The actions relating to this report link to the following strategic outcomes in the CSP:

Outcome 4.2 Strong Effective & Responsive Council

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

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That

1. The Director Corporate and Community Services Report R22/144 be received and noted.
2. The draft Community Strategic Plan 2022/23-2031/32, Delivery Program 2022/26, Operational Plan 2022/23 and Resourcing Strategy comprising the Workforce Management Plan 2022/26 and 10 year Long Term Financial Plan be placed on public exhibition for a period of 28 days from 26 May to 23 June 2022.
3. Following the completion of the public exhibition period the Director of Corporate and Community Services present a further report, summarising any submissions received during the public exhibition period, for the consideration of Council prior to final adoption of the Community Strategic Plan 2022/23-2031/32, Delivery Program 2022/26, Operational

Plan (OP) 2022/23 and Resourcing Strategy comprising the Workforce Management Plan 2022/26 and Long Term Financial Plan.

## **9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT**

### **9.1 INDUSTRIAL AND RURAL LANDS STRATEGY 2022-2024**

**TRIM Number:** R22/36

**Author:** Manager- Town Planning

#### **PURPOSE**

The purpose of this report is to inform Council of the outcome of the public exhibition of the draft Industrial and Rural Lands Strategy (IRLS) and to seek Council's adoption of the Strategy.

#### **SUPPORTING INFORMATION**

Industrial and Rural Lands Strategy

Summary of Submissions

#### **BACKGROUND**

At the Ordinary Meeting of Council on 24 February 2021, Council endorsed the preparation of an Industrial and Rural Lands Strategy and permitted quotes to be sought from appropriately qualified and experienced consultants to prepare the strategy.

In May 2021 Elton Consulting, who are a highly skilled town planning and technical consultancy, were appointed to undertake the Strategy. The Strategy is to guide land use planning for industrial and rural development for the next 20 years.

The Rural and Industrial Land Use Strategy covers the entire Lachlan Shire Local Government Area with a focus on Condobolin, Lake Cargelligo and Tottenham.

The IRLS aims to ensure:

- future industrial development is appropriately planned,
- agricultural land is appropriately protected from encroachment of inappropriate land uses, and
- opportunities for emerging industries to promote diversification in industry and agriculture can be accommodated.

The key objectives of the Strategy are to:

- Identify existing industrial land;
- Review the existing urban structure and arrangement of industrial land uses in Condobolin, Lake Cargelligo and Tottenham;
- Provide options for future industrial and employment land release areas;
- Consider the planning framework applicable to rural land;
- Investigate opportunities to facilitate and support the continued growth of the agricultural sector; and
- Provide recommendations to support growth in agriculture and mining

The development of the Strategy has been undertaken in two stages. Stage 1 was the preparation of a Background Report and Key Issues Paper. This stage also included early stakeholder engagement. Stage 2 was the preparation of the Strategy.

In November 2021 Council were presented with the draft Strategy and endorsed it to go on public exhibition for a minimum of 60 days. The draft Strategy was exhibited for greater than this period between November 2021 and February 14 2022.

## ISSUES AND COMMENTS

The draft IRLS was made available at Council's offices and other key locations throughout the Shire during the exhibition period, in addition to being available on Council's website. Social media and newspaper notifications were routinely used to advertise the exhibition process.

Council staff wrote to all land owners with land identified on the town structure plans within the Strategy. Council staff publicly advertised and attended street locations in Condobolin on 4 February 2022, Lake Cargelligo on 7 February 2022 and Tottenham on 9 February 2022 undertaking pop-up community consultation sessions.

As a result of the public exhibition period seven (7) submissions were received. A summary of the submissions is provided in **Attachment 2**.

As outlined in the summary of submissions document:

*Housing and the need to consider urban settlement was a consistent theme in the submissions. Council recognises that the preparation of a Housing Strategy to support existing business and services and future employment growth is necessary.*

### **Housing Supply**

*The role of Council's land use planning controls in housing supply is as an enabler. This means*

- *Including a range of residential accommodation option as permissible uses in urban and certain rural areas*
- *Identifying land that can be readily serviced*
- *Reviewing development approval process to improve the efficiency of the approval process*
- *Providing support of land owners to understand what the opportunities are for development on their land*

*Planning should not be the barrier to delivering housing. Council needs to continue to work with other levels of government to address all of the challenges that contribute to the ongoing housing supply and affordability issues in regional NSW.*

### **Minimum Lot Size for dwellings on rural land**

*Decisions as to the suitability of dwellings in rural area need to consider more than the capability of land. Proximity to schools, hospitals, employment, potential for land use conflict are all considerations. It may be necessary to re-think the traditional broad approach to dwellings on rural land.*

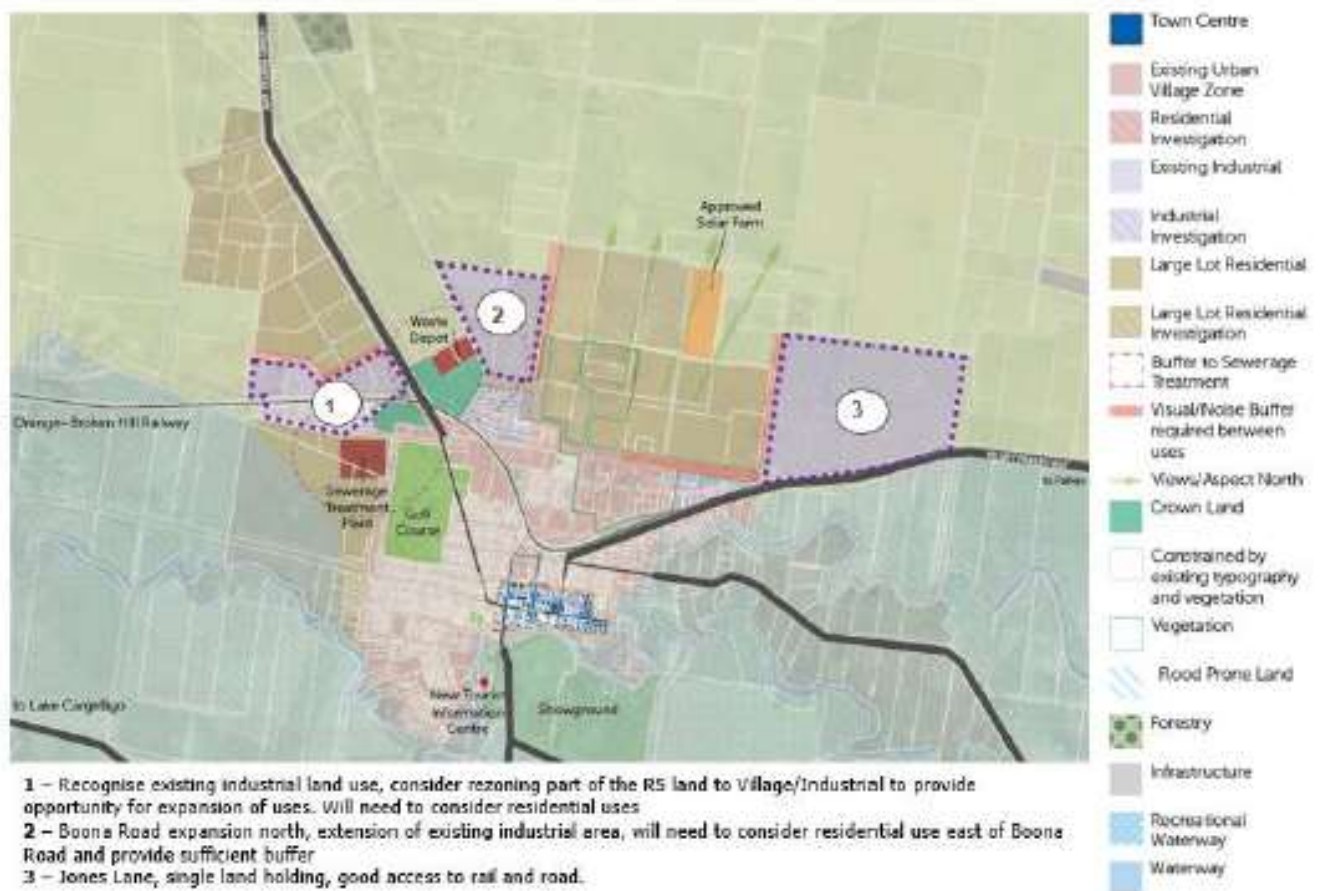
*Subdivision of land that is marginal in terms of agricultural productivity is not the only consideration. We need to be looking to avoid encouraging residential development too far removed from towns and services. In circumstances where the primary income of the household is sourced off farm, should the lot be considered a "residential" lot, that is, rural lifestyle, rather than an agricultural one. If this is the case, we need to understand the real cost to the agricultural industry of taking land out of agricultural production, even marginal land versus the benefit of the additional "household" to the area.*

*The impact of additional residential development (positive and negative) on agriculture and agricultural land needs to be part of the consideration of future housing supply.*

A separate report has been prepared to Council, seeking endorsement to prepare a Lachlan Shire Housing Strategy.

The Industrial component of the Strategy has been developed spatially in the form of Structure Plans for Condobolin, Lake Cargelligo and Tottenham. The Structure Plans are followed by a series of actions, in Section 5 of the strategy, that align with the Central West Orana Regional Plan. The structure plans are included below:

# Condobolin



- 1 – Recognise existing industrial land use, consider rezoning part of the R5 land to Village/Industrial to provide opportunity for expansion of uses. Will need to consider residential uses
- 2 – Boona Road expansion north, extension of existing industrial area, will need to consider residential use east of Boona Road and provide sufficient buffer
- 3 – Jones Lane, single land holding, good access to rail and road.

Aerial photography was sourced from State of New South Wales (Spatial Services, a business unit of the Department of Customer Service NSW). For current information go to [spatial.nsw.gov.au](http://spatial.nsw.gov.au)

## Constraints

- Flooding and flood prone land south of the town
- Topography and vegetation in undeveloped parts of the town
- Crown Land, also heavily vegetated
- R5 large lot residential land north of Graincorp potential land use conflict
- Need to provide a buffer between incompatible land uses
- Need to provide opportunities for future urban (residential) growth
- Access to labour market
- Housing for workforce

## Opportunities

- Existing industrial land uses are generally concentrated in three areas north of the railway line; Kiacatoo Road, Boona Road and Maitland Street
- Vacant, cleared land immediately north of Boona Road and East of Jones Lane
- Good access to rail and road transport infrastructure on eastern side of town (Jones Lane)
- Potential to leverage Parkes SAP given proximity

Flexibility of the Village zone both an opportunity and a constraint

# Lake Cargelligo



- 1 - Recognise existing industrial land use, consider rezoning part of the BUS Village zone to Industrial. Will need to consider residential uses
- 2 - Expansion of existing industrial land uses, rezoning of rural land
- 3 - Consider investigation of Crown Land subject to stakeholder engagement
- 4 - Future urban/residential expansion

## Constraints

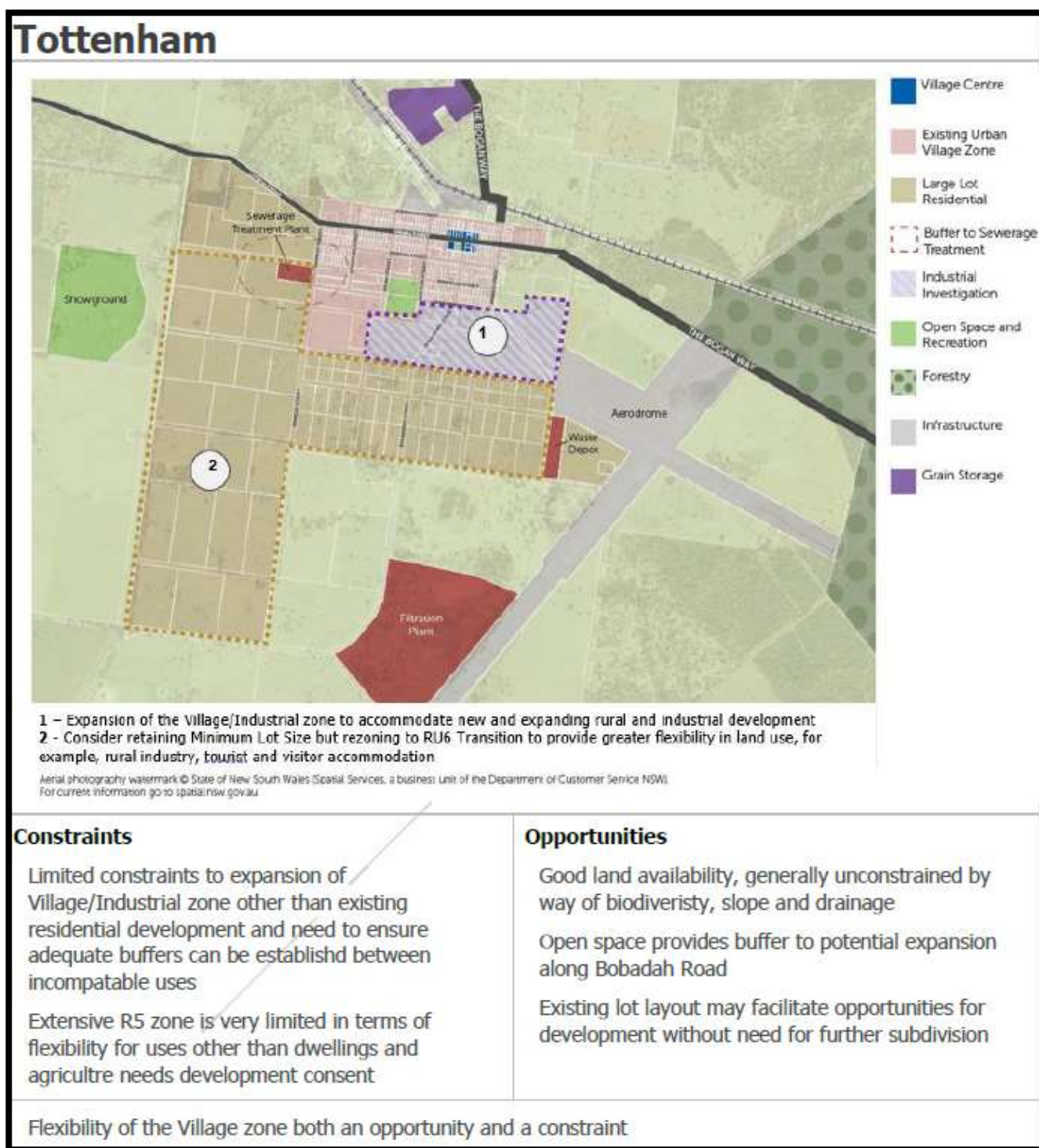
- Need to provide a buffer between incompatible land uses
- Need to provide opportunities for future urban (residential) growth
- Reliability of electricity network
- Access to labour market
- Housing for workforce
- Existing non-residential uses in Rodeo Drive and Grace Street have potential to cause land use conflict if not managed
- Drainage constraints

## Opportunities

- Existing industrial land uses are generally concentrated on the western side of the village with access off Walker, Loughnan and West Streets
- Good access to road transport infrastructure on western side of town via Lachlan Valley Way
- Land ownership pattern may support development of additional industrial land to the west

Flexibility of the Village zone both an opportunity and a constraint





The rural component of the Strategy provides a framework to guide growth and development of rural land. The Strategy responds to the diversity in rural land and established rural industries and highlights the need to better address mining and encourage diversity in agriculture.

The key land use and planning controls for rural land proposed in the Strategy are as follows:

Align the land use controls in the RU1 Primary Production zone with the proposed planning amendments for agriculture, including tourism, farm stay accommodation and rural related small businesses

Review the Land Use Table for the RU1 Primary Production zone to ensure that the permissible uses support investment in agriculture and provide opportunities for value add and the growth of agribusiness.

Retain the 400ha minimum lot size for dwellings on certain rural land

Consider rural residential and lifestyle development on certain rural land according to criteria that may include proximity to towns and services, impact on agricultural land use, rural land capability, environmental constraints and natural hazards

Consider options that will continue to provide for dwelling opportunities within the rural areas to support agriculture and provide housing diversity including expanding the land use table to include detached dual occupancies

Review the State Significant Agricultural Land identified in the LGA and subsequent implications for land use activities within the Shire once the controls and requirements to the mapping are provided.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

The Strategy has been prepared by staff and a qualified consultant within existing budgets.

## **LEGAL IMPLICATIONS**

NIL

## **RISK IMPLICATIONS**

Without an immediate response and adoption of the Strategy, Council is at risk of being without suitable employment lands for industrial development and may not be adequately protecting agricultural land.

## **STAKEHOLDER CONSULTATION**

Prior to commencement, discussions took place with officers from the Department of Planning, Industry and Environment and they advised that such a Strategy will assist in amending key planning policies, such as the Lachlan Local Environmental Plan 2013.

A councillor session was held as part of the councillor briefing on 11 August 2021 with project officer Nita Scott from Elton Consulting in attendance.

Key stakeholder consultation was undertaken by project manager Liz Densley and Council staff in October 2021. Three (3) online sessions were held with groups from Condobolin, Lake Cargelligo and Tottenham to discuss the Strategy and to seek feedback on appropriate locations for growth.

The engagement reinforced the initial findings in relation to issues including:

- There is insufficient land to support growth in the light industrial and manufacturing sector in the short to medium term.
- Opportunities provided by the competitive advantages of the Inland Rail project and Parkes Special Activation Precinct (SAP) is a transformative opportunity for Lachlan.
- The need to manage encroachment of incompatible land uses on existing and potential industrial land areas.
- Economic development opportunities to support value adding.
- Managing rural land use conflict for the long-term protection of rural land for agricultural production.
- Focus on economic development and support the growth of agribusiness and value adding opportunities.
- Provide a consistent approach to mining and renewable energy projects where there is a clear economic benefit to the community.

The draft Strategy was placed on public exhibition between 29 November 2021 and 14 February 2022. The longer than usual exhibition period was due to the Christmas/New Year period and to allow the community sufficient time to review the draft strategy and provide feedback to Council. It also allowed community consultation sessions to be conducted.

The draft Strategy was made available at Council's offices and other key locations throughout the Shire in addition to being available on Council's website. Social media and newspaper notifications were routinely used to advertise the exhibition process.



Council staff wrote to all land owners, with land identified on the town structure plans within the Strategy. Council staff publicly advertised and attended street locations in Condobolin on 4 February 2022, Lake Cargelligo on 7 February 2022 and Tottenham on 9 February 2022 undertaking pop-up community consultation sessions.

As a result of the public exhibition period seven (7) submissions were received. A summary, detailing each submission, is provided in **Attachment 2**. Amendments have been made to the Strategy to address some of the matters raised in the submissions.

A session was held with Council on 13 April 2022, with project manager Liz Densley providing a detailed update on the strategy.

## OPTIONS

1. Decide to endorse the adoption of the Industrial and Rural Lands Strategy and request that Elton Consulting provide Council with a finalised document.
2. Decide not to endorse the adoption of the Industrial and Rural Lands Strategy.

## CONCLUSION

The purpose of this report is to inform Council of the submissions received during the public exhibition and to seek Council's endorsement of the Industrial and Rural Lands Strategy.

Council currently has a limited amount of suitable land for industrial growth. The completion of the Industrial and Rural Lands Strategy will provide a clear vision for land use in two key areas over the next twenty (20) years.

The information gained will also assist Council in making amendments to key planning policies such as Lachlan Local Environmental Plan (LLEP 2013).

## LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.2 Strong effective and Responsive Council

## ATTACHMENTS

1. **Industrial and Rural Lands Strategy** [↓](#)
2. **Summary of Submissions** [↓](#)

### RECOMMENDATION

That

1. The Director of Environment, Tourism and Economic Development Report No. R22/36 be received and noted.
2. Council adopt the Industrial and Rural Lands Strategy (as presented) and
3. Authorise completion of the necessary arrangements to finalise and implement the strategy.



# Industrial and Rural Lands Strategy 2022 to 2042 Draft

Lachlan Shire Council

**Date:** 25 May 2022

ELTON CONSULTING

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Document Status

Date Issued	Revision	Author/Reviewer	Comment
01/11/21	1.0	Liz Densley	Draft for client review
16/11/21	1.1	Liz Densley/Kim Samuel	For Exhibition
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13/05/22	2.1	Lachlan Shire Council	For Council Adoption

Industrial and Rural Lands Strategy 2022 to 2042 Draft

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## Abbreviations

Abbreviation	Description
ABS	Australian Bureau of Statistics
Council	Lachlan Shire Council
DCP	Development Control Plan
DPE	NSW Department of Planning and Environment
DPIE	NSW Department of Planning, Industry and Environment
DPI	Department of Primary Industries
EP&A Act	Environmental Planning and Assessment Act 1979
ERP	Estimated Regional Population
LEP	Local Environmental Plan
LGA	Local Government Area
LSPS	Local Strategic Planning Statement
MLS	Minimum Lot Size
OEH	Office of Environment and Heritage
CWORP	Central West and Orana Regional Plan
SAP	Parkes Special Activation Precinct
PMF	Probable Maximum Flood
R5	Large Lot Residential zone
REDS	Regional Economic Development Strategy
RU1	Primary Production zone
RU5	Village zone
SEPP	State Environmental Planning Policy
SSAL	State Significant Agricultural Land
Strategy	Industrial and Rural Lands Strategy

## Executive Summary

Council has prepared an Industrial and Rural Lands Strategy in response to a shortage in supply of land suitable for the expansion of existing businesses and development of new employment generating businesses within the Lachlan Shire Local Government Area (LGA). The key objectives of the Strategy are to:

### Industrial

- Identify existing industrial land
- Review the existing urban structure and arrangement of industrial land uses in Condobolin, Lake Cargelligo and Tottenham
- Provide options for future industrial and employment land release areas

### Rural

- Consider the planning framework applicable to rural land
- Investigate opportunities to facilitate and support the continued growth of the agricultural sector
- Provide recommendations to support growth in agriculture and mining

## Town Structure Plans

The Lachlan Local Environmental Plan applies a single urban zone to towns and villages. The zone is the RU5 Village zone which allows a great degree of flexibility in terms of the range of uses that are permissible. The zone recognises that there are circumstances in which some commercial, business or light industrial uses can coexist with more sensitive uses such as dwellings. Despite the flexibility of the zone, industrial, town centre and residential land uses are clearly distinguishable.

The Lachlan Shire Urban Settlement Strategy was prepared by Zenith Town Planning and adopted by Council in 2018. The Settlement Strategy is focused on urban areas and settlement in the LGA, with recommendations made for land use zone allocation and amendments to the Lachlan LEP 2013 to facilitate future growth. In relation to industrial land, the Settlement Strategy focused on

the application of an Industrial zone (in place of the Village zone) over those areas that are currently already used for that purpose. The Settlement Strategy also highlighted options for future Industrial zones that, on review and in practice, may be unsuitable by virtue of tenure (Crown Land) and ecological constraints. The Industrial and Rural Lands Strategy revisits these areas and provides additional analysis.

The Parkes Special Activation Precinct (SAP) provides an opportunity for the Local Government Area (LGA) and Council has been in discussion with Inland Rail as to the suitability of Condobolin for a Warehousing and Logistics Centre. While these discussions are preliminary, it highlights the potential within the LGA and the importance of having land that is suitable, has good access to rail and road freight networks and is available to offer if and when opportunities arise.

In considering the options for the expansion of industrial land, the Strategy recognised that that industrial and residential land uses are often competing for the same attributes. This is particularly the case with Area 4 in Lake Cargelligo. Council needs to ensure that land is available for future residential expansion if and when it is needed without leading to conflicting land uses. Further opportunities for residential expansion should be included as part of a housing strategy.

Structure Plans have been prepared for Condobolin, Lake Cargelligo and Tottenham. These plans reflect the high-level constraints and identify the options for expansion of industrial land. These options are also expressed through a number of strategies and actions that align with Council's Local Strategic Planning Statement, the Orana and Central West Regional Plan and the Regional Economic Development Strategy. The Structure Plans will guide land use planning decisions of Council and lend themselves to be reviewed to include options for residential development over time.

## Rural Land

The protection of agricultural land is a key objective of the Orana and Central West Regional Plan. Council needs to consider the relationship

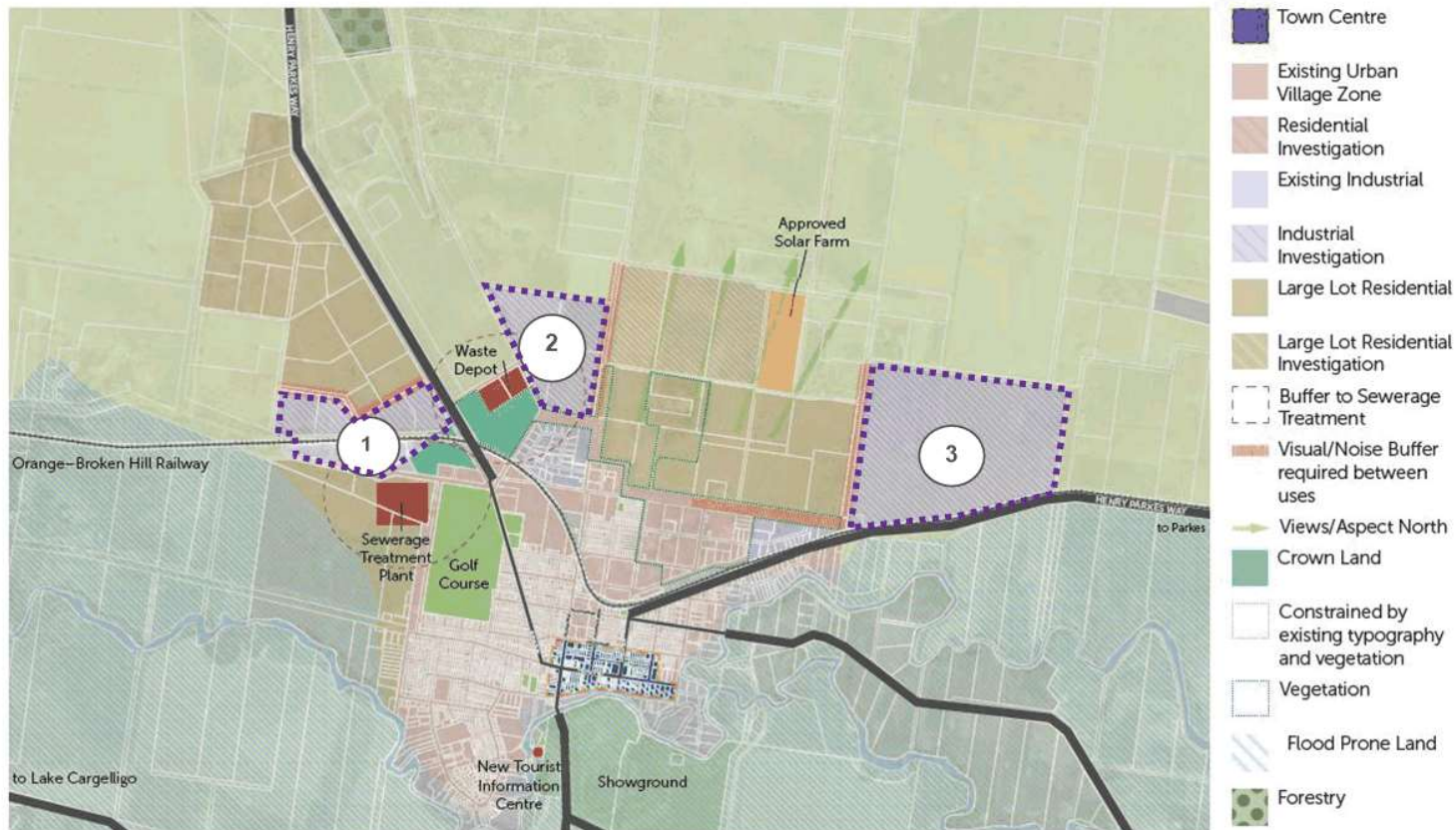


between the protection of agriculture and opportunities for compatible land uses on rural land to support diversity and regional economic development. The key land use and planning controls for rural land are as follows:

- » Align the land use controls in the RU1 Primary Production zone with the proposed planning amendments for agriculture, including tourism, farm stay accommodation and rural related small businesses
- » Review the Land Use Table for the RU1 Primary Production zone to ensure that the permissible uses support investment in agriculture and provide opportunities for value add and the growth of agribusiness.
- » Retain the 400ha minimum lot size for dwellings on certain rural land
- » Consider rural residential and lifestyle development on certain rural land according to criteria that may include proximity to towns and services, impact on agricultural land use, rural land capability, environmental constraints and natural hazards
- » Consider options that will continue to provide for dwelling opportunities within the rural areas to support agriculture and provide housing diversity including expanding the land use table to include detached dual occupancies
- » Review the State Significant Agricultural Land identified in the LGA and subsequent implications for land use activities within the Shire once the controls and requirements to the mapping are provided.

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# Condobolin



- 1** – Recognise existing industrial land use, consider rezoning part of the R5 land to Village/Industrial to provide opportunity for expansion of uses. Will need to consider residential uses
- 2** – Boona Road expansion north, extension of existing industrial area, will need to consider residential use east of Boona Road and provide sufficient buffer
- 3** – Jones Lane, single land holding, good access to rail and road.

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## Lake Cargelligo

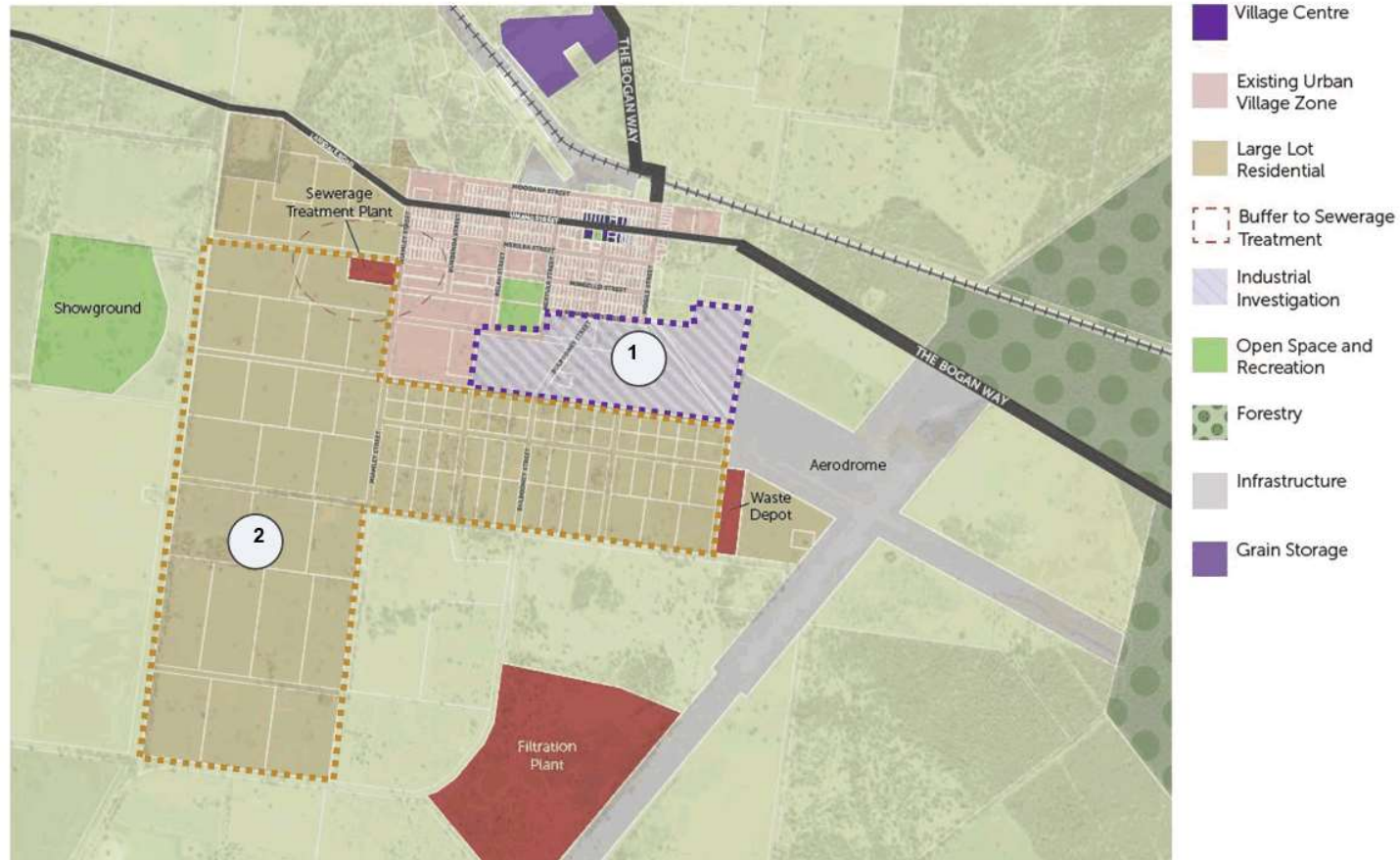


- 1** - Recognise existing industrial land use, consider rezoning part of the RU5 Village zone to Industrial. Will need to consider residential uses
- 2** - Expansion of existing industrial land uses, rezoning of rural land
- 3** - Consider investigation of Crown Land subject to stakeholder engagement
- 4** - Future urban/residential expansion

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# Tottenham



- 1** – Expansion of the Village/Industrial zone to accommodate new and expanding rural and industrial development
- 2** - Consider retaining Minimum Lot Size but rezoning to RU6 Transition to provide greater flexibility in land use, for example, rural industry, tourist and visitor accommodation

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# 1 Introduction

In May 2021 Lachlan Shire Council engaged Elton Consulting to undertake a comprehensive Rural and Industrial Lands Strategy.

The current population of Lachlan Shire LGA is approximately 6,194 and spread across an area of approximately 14,970 square kilometres. Of the 8 settlements in the LGA, Condobolin and Lake Cargelligo have a population over 1,000 people. Lachlan LGA is associated with large rural land holdings and primary production. The presence of manufacturing industries sets the LGA apart from other rural areas. This feature provides economic diversity and gives the LGA a quantum of 'future proofing'.

The project is being undertaken in two phases with the first phase of the project being the preparation of a Background and Issues Paper to inform the second phase, which is to develop the Strategy.

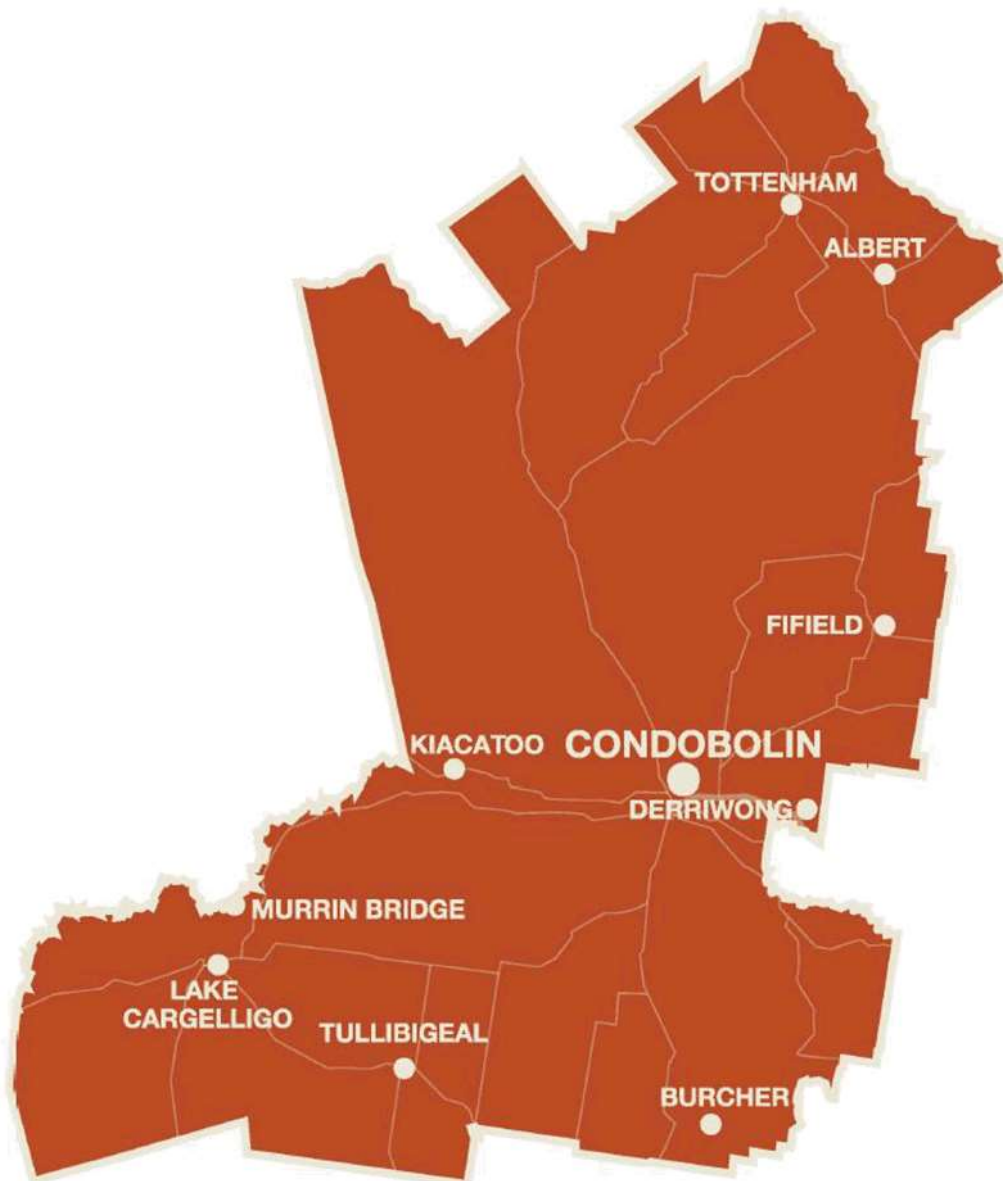
The issues identification involved an initial review of available data covering the current state and local policy framework, including the Urban Settlement Strategy, Council's Community Strategic Plan and the *Central West and Orana Regional Plan 2036 (CWORP)* and Mid-Lachlan *Regional Economic Development Strategy 2018*.

Initial stakeholder engagement was undertaken in October 2021.

The engagement reinforced the initial findings in relation to issues including:

- » There is insufficient land to support growth in the light industrial and manufacturing sector in the short to medium term.
- » Opportunities provided by the competitive advantages of the Inland Rail project and Parkes SAP is a transformative opportunity for Lachlan.
- » The need to manage encroachment of incompatible land uses on existing and potential industrial land areas.
- » Economic development opportunities to support value adding.
- » Managing rural land use conflict for the long-term protection of rural land for agricultural production.
- » Focus on economic development and support the growth of agribusiness and value adding opportunities.
- » Provide a consistent approach to mining and renewable energy projects where there is a clear economic benefit to the community.

**Figure 1 Lachlan LGA**



Source: LSC, 2021



## 1.1 Structure

The Strategy document is structured as follows:

**Section 1 Introduction** – provides an overview and context.

**Section 2 Industrial Land Strategy** – provides an overview of the key objectives

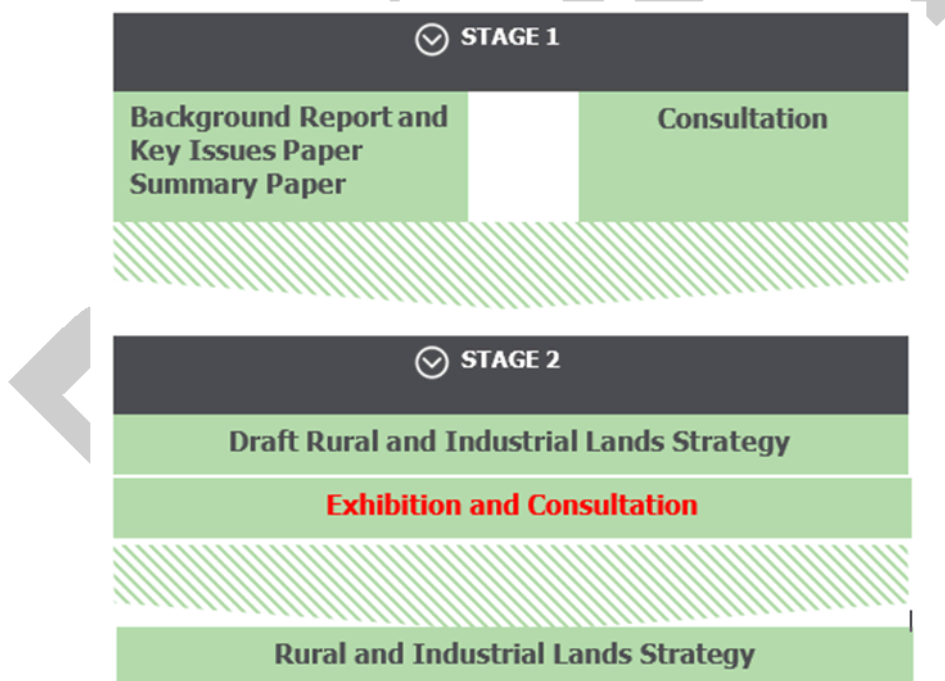
**Section 3 Structure Plans** – outlines the individual towns and options for consideration

**Section 4 Rural Lands Strategy** – key issues and considers opportunities for diversification in agricultural industries and pursuits and protect the regions agricultural land resources.

**Section 5 Industrial and Rural Land Strategies and Actions** – provides a series of strategies and actions aligned to the CWORP.

## 1.2 Process

The development of the Strategy has been undertaken in two stages. Stage 1 was the preparation of a Background Report and Key Issues Paper. This stage also included early stakeholder engagement. Stage 2 is the preparation of the Strategy. The following diagram represents the relationship between Stages 1 and 2 followed by a table identifying the key issues.



The role of the Background Paper and ultimately the Strategy includes exploring the extent to which land use planning can respond and assist in the delivery of the Regional Economic Development Strategy, LSPS, Lachlan Economic Development Strategy and Lachlan Shire Urban Settlement Strategy in a sustainable and responsible manner.

## 1.3 LGA Snapshot

### Population

The LGA had a 2016 Estimated Regional Population (ERP) of 6,194<sup>1</sup> and an estimated 2021 population of 6,089<sup>2</sup>.

Condobolin is the largest population centre with a 2016 Estimated Resident Population (ERP) of 3,486<sup>3</sup> residents. Lake Cargelligo's population in 2016 was 1,479 and Tottenham had a population of 453. Population growth has been relatively stable for the past decade since 2006.

### Economy

Lachlan Shire Council generated an estimated economic output<sup>(4)</sup> of \$750,145,278 in 2021, compared to \$2.6B for the wider Central West Region (Bathurst, Orange, Parkes, Forbes, Weddin, Cabonne, Blayney, Cowra, Lithgow and Oberon) (REMPAN 2021). Agriculture, Fishing and Forestry accounts for 25.83% of total output, with a significant contribution from manufacturing and mining. Agriculture is the largest employer with 643 jobs representing 27.54% of total jobs.

Regional exports generated by Lachlan LGA is estimated at \$279.6m which accounts for 3.1% of all exports for the Central West Region. Agriculture, Forestry and Fishing contributes the most for regional exports with \$147.54m accounting for 52.8% of all exports, and 9.7% of the industry sector exports for the Central West Region (REMPAN, 2021).

Note: 2021 Census Data had not been released at the time the strategy was finalised.

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<sup>1</sup>[https://quickstats.censusdata.abs.gov.au/census\\_services/getproduct/census/2016/quickstat/LGA14600?opendocument](https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA14600?opendocument)

<sup>2</sup> <https://population.gov.au/data-and-forecasts/data-and-forecasts-dashboard-lga.html>

<sup>3</sup> [https://quickstats.censusdata.abs.gov.au/census\\_services/getproduct/census/2016/quickstat](https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat)

<sup>4</sup> Output data is the value of all gross revenue generated by business and organisations in the production goods and services.

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## Snapshot

### Population



**6,194**

whole LGA

Median Age **40** years

Number of Households **2,200** with average household size **2.4**

Condobolin **3,486**

Lake Cargelligo **1,479**

Tottenham **453**

### Workforce



Working Age population **3,470**

(ages 16-64)

Labour force **2,646**

Participation rate **42.7%**

(labour force divided by population)

### Top three **employing industries** in the LGA in 2016



Agriculture, forestry and fishing **28.1%**



Healthcare and social assistance **10.8%**



Education and training **10.1%**

### The **industries** in the LGA with the highest value add are:



Agriculture, forestry and fishing

**\$84m**

Rental, hiring and real estate

**\$49m**

Healthcare and social assistance

**\$29m**

Gross regional product of

**\$750m**

in 2019-2020

ABS Census Data 2016

'Industry value added' is the total value of goods and services produced by an industry, after deducting the cost of goods and services used in the process of production.

## 1.4 Strategic Context

There is a hierarchy of strategic plans in NSW need to be considered in the context of the Industrial and Rural land.

### 1.4.1 Central West and Orana Regional Plan (CWORP) 2036

The Strategy is consistent with the CWORP released in June 2017 by the NSW Government. The CWORP sets the priorities and directions for the region. Its vision is for the region 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 CWORP identifies the top three economic opportunities for Lachlan LGA as **agribusiness, transport and logistics and tourism**.

The Regional Plan is arranged around a hierarchy of Goals, Directions and Actions. These are outlined below in terms of their particular relevance to Lachlan's rural and industrial lands. Where a Direction does not include actions that align with the strategy this has been noted, however, it should not be read as not relevant to other aspects of development and land use within the LGA :

Direction	Relevance to industrial lands	Relevance to rural lands
<b>Goal 1:</b> The most diverse regional economy in NSW, which aims to foster economic development for the region while protecting productive agricultural land and facilitating growth in agribusiness, manufacturing, tourism and value adding.		
Direction 1: Protect the region's diverse and productive agricultural land	The relevance of this direction is the protection of agricultural land from land use conflict and fragmentation and management of the interface between important agricultural lands and other land uses. It also sets out the need for clear policy direction for the management of agricultural land through planning.	
Direction 2: Grow the agribusiness sector and supply chains	This direction seeks to encourage agribusiness diversification and value-adding opportunities, and through land use planning, protect agricultural land and manage the interface with other land uses. It also facilitates investment in the agricultural supply chain by protecting assets such as freight and logistics facilities from land use conflict and the encroachment of incompatible land uses.	
Direction 3: Develop advanced manufacturing and food processing sectors	This direction guides the location and co-location of advanced and value-added manufacturing industries and associated infrastructure to minimise potential land use conflict, maximise efficiencies in infrastructure use, decrease supply chain costs, increase economies of scale and attract further investment to the region.	
Direction 4: Promote and diversify regional tourism markets	<i>Not relevant</i>	This direction leads to consideration to suitable tourism opportunities across all of the land use tables in the LEP. There is a particular focus on agritourism, eco-tourism and accommodation options to support this sector.
Direction 5: Improve access to health and aged care services	<i>Not relevant</i>	Relevant to the extent that enabling additional residential accommodation in remote locations, far from settlements, impacts on immediate access to services.



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Direction	Relevance to industrial lands	Relevance to rural lands
Direction 6: Expand education and training opportunities	This direction promotes working with stakeholders to identify opportunities to address skill shortages through tailored regional training programs and promoting the development of education precincts around educational facilities to allow people to specialise in rural studies and cater for international students.	
Direction 7: Enhance the economic self-determination of Aboriginal communities	This direction promotes the opportunity to work with Aboriginal Land Councils to consider the strategic merit of lands for economic development.	
Direction	Relevance to industrial lands	Relevance to rural lands
Direction 8: Sustainably manage mineral resources	<i>Not relevant</i>	The direction requires the protection of areas with potential mineral and energy resources through local land use strategies and LEPs; it also highlights the need to protect infrastructure that facilitates mining from development that could affect current or future extraction.
Direction 9: Increase renewable energy generation	This direction requires the identification of locations with renewable energy potential and access to the electricity network. It suggests facilitation of small scale renewable energy projects using bioenergy, solar, wind, small-scale hydro, geothermal or other innovative storage technologies through LEPs.	
Direction 10: Promote business and industrial activities in employment lands	The direction encourages sustainable development of industrial land to maximise infrastructure investment and connection to the freight network. It advocates for co-location of related industries and consolidation of vacant or underutilised industrial land through land use planning, as well as identifying new industrial and employment land opportunities and reduce land use conflicts.	
Direction 11: Sustainably manage water resources for economic opportunities	This direction requires Councils to plan for high-water use industries in locations with water access and security.	The enhancement of productive capacity of land in the Lachlan irrigation area by limiting encroachment of inappropriate and incompatible land uses.
Direction 12: Plan for greater land use compatibility	The direction aims for local strategies to limit urban and rural housing development in agricultural and extractive resource areas, industrial areas and transport corridors.	Identify and protect important agricultural land in local plans.  Amend planning controls to give greater certainty of land use – by limiting unrelated land uses in LEP land use tables.
<p><b>Goal 2:</b> A stronger, healthier environment and diverse heritage, which encourages the protection of key environmental assets and increased resilience to natural hazards.</p>		

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Direction	Relevance to industrial lands	Relevance to rural lands
Direction 13: Protect and manage environmental assets	The avoidance of areas of high environmental value in preparing land use strategies.	
Direction 14: Manage and conserve water resources for the environment	This direction calls for Councils to plan for the effects of a changing climate on water availability and use for the environment, settlement, communities and industry.	
Direction 15: Increase resilience to natural hazards and climate change	This direction requires the location of development away from areas of known high biodiversity value, high bushfire risk, contaminated land and designated waterways. It requires incorporation of best available hazard information in LEPs consistent with flood studies, flood planning levels, modelling and floodplain risk management plans.	
Direction 16: Respect and protect Aboriginal heritage sites	Consideration will need to be given to Cultural Heritage through the detailed re-zoning process for specific sites.	
Direction 17: Conserve and adaptively reuse heritage assets	<i>Not relevant</i>	
<b>Goal 3: Quality freight, transport and infrastructure networks which seeks to improve freight and road connections to markets and global gateways.</b>		
Direction 18: Improve freight connections to markets and global gateways	This direction supports the enhancement of operation and performance of national transport corridors, freight and logistics facilities by limiting the encroachment of incompatible and sensitive land uses in LEPs and decision making. It sets out strengthening and leveraging inter-regional connections to support economic growth and locate freight and logistics facilities to capitalise on connections to external markets, maximise the use of existing infrastructure and support future industrial development.	
Direction 19: Enhance road and rail freight links	This direction promotes the coordination and prioritisation of local and regional road projects to strengthen the regional freight network; Councils need to minimise encroachment of incompatible land uses through LEPs.	
Direction 20: Enhance access to air travel and public transport	<i>Not relevant</i>	
Direction 21: Coordinate utility infrastructure investment	<i>Will be relevant for delivery of development.</i>	
<b>Goal 4: Dynamic, vibrant and healthy communities including managing growth and housing choices in an environmentally sustainable manner is relevant to a lesser extent. It provides direction for the settlement patterns that may influence population growth in existing centre, as well as rural lifestyle lots that may conflict with agricultural land.</b>		
Direction 22: Manage growth and change	Councils are required to coordinate infrastructure delivery across industrial land in strategic centres.	
Direction 23: Build the resilience of towns and villages		
Direction 24: Collaborate and partner with Aboriginal communities	Will be a consideration for the local housing strategy under the regional plan action to deliver housing strategies.	

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Direction	Relevance to industrial lands	Relevance to rural lands
Direction 25: Increase housing diversity and choice	<i>Not relevant</i>	Should be a consideration in terms of the extent to which rural land can and should form part of the housing supply solution.
Direction 26: Increase housing choice for seniors	<i>No relevant</i>	
Direction 27: Deliver a range of accommodation options for seasonal, itinerant and mining workforces		Councils to plan for and manage seasonal and itinerant worker accommodation, and short-term accommodation for mining employees to support workforce needs during construction, operation or shutdown.
Direction 28: Manage rural residential development	This direction is relevant in ensuring rural lifestyle development does not impact on employment generating activities or agribusiness	Rural residential development can conflict with environmental and agricultural lands and managing the interface will help protect rural land and its associated economic production value.
Direction 29: Deliver healthy built environments and better urban design	<i>Relevant for delivery of development</i>	

The CWORP identifies the following specific priorities and issues for the Lachlan Shire LGA:

- » Recognising Condobolin, as the main residential area and hub for agricultural activity, grain storage and transportation links for Tullibigeal, Burcher, Derriwong, Fifield and Albert.
- » Recognising Lake Cargelligo is the second largest service centre and residential area. It provides a local centre for agricultural activity, grain storage and transportation links to Condobolin, Parkes, Griffith, Hillston and Hay.
- » Condobolin is also the centre for sporting and recreational activity, along with Lake Cargelligo being a popular tourist destination that forms part of the largest inland lake system in NSW that has been used for centuries by the Wiradjuri people as a source of food and water.
- » The LGA contributes significantly to Gross Regional Product, with agriculture the largest industry. This includes irrigation and cropping based on the Lachlan River floodplain involving cotton and grains, and livestock. Mining is a developing sector and has potential to increase population and job numbers.
- » The priorities are:
  - > Establish connections for the industrial manufacturing and agricultural sectors to Inland Rail and the Parkes Special Activation Precinct
  - > Support the primacy of the main streets of Condobolin and Lake Cargelligo.
  - > Support the agribusiness and transport and logistics sectors and associated businesses
  - > Develop a regional road transport support node at Condobolin
  - > Identify and develop the Shire’s mining potential and protect resources while planning for long term social and utility growth
  - > Protect and enhance the natural environment
  - > Protect important agricultural land from encroachment from residential development

- > Plan for Infrastructure needs of the expanding centres of Condobolin and Lake Cargelligo as well as surrounding villages.

The CWORP also includes an Implementation Plan with priorities for initiatives to be undertaken between 2021 and 2027 (ten years). Key Priority Actions relevant to this Report are:

1. Monitor the supply and demand of industrial land in strategic centres to inform the planning and coordination of utility infrastructure to support new development
2. Map important agricultural land to better inform strategic and local planning processes.
3. Implement the NSW Government's Agriculture Industry Action Plan – Primed for growth: Investing locally, connecting globally.

The current legislative framework requires local planning instruments to deliver on the CWORP. Agribusiness, mining, tourism, transport and logistics are the key opportunities for economic development in terms of rural land. Among the priority actions articulated in the Regional Plan Implementation are actions focused on setting the direction for local planning of agricultural land, ensuring zoning and land use definitions reflect agri-business industry requirements and developing practical mechanisms to avoid land use conflict between intensive agriculture and other sensitive land uses.

At the time of writing this strategy the CWORP was being updated.

## 1.5 State Significant Agricultural Land

The NSW Department of Primary Industries (DPI) is undertaking a mapping program to identify State Significant Agricultural Land (SSAL). A draft map of the SSAL was available for comment until the end of 2021.

The preliminary draft SSAL map is derived from existing state-wide information where the most relevant characteristics related to the best agricultural lands are used. The layers used to build this map are the best available in NSW, however these input layers are of variable quality.

SSAL is an essential component of agricultural land use planning, enabling clearer local planning with informed prioritisation of future land uses. SSAL identified in the Lachlan LGA is largely contained to the Lachlan River between Condobolin and Forbes and west to Lake Cargelligo. It is intended that the draft SSAL map will provide information to planning authorities, land holders and development proponents about the location of the best agricultural land in the state.

Protecting this corridor from fragmentation for purposes other than supporting agriculture should be a key objective of the Rural Lands Strategy.

## 1.6 Agritourism and Farm Businesses

Agritourism provides an experience that connects visitors with agricultural products and industry and includes a wide range of activities including farm gate activities and farm events. The DPIE are currently working towards a policy that proposes to introduce changes to the planning framework to help landowners implement innovative activities on their farms, including agritourism, by simplifying areas of the planning system and streamlining approval pathways related to agriculture.

The changes include redefining farm stay accommodation and including a new definition in planning instruments for 'farm events' and 'farm gate activities'. As part of the first phase of implementation, Council has opted in to the inclusion of farm stay accommodation as a permissible use on land in the R5 zone.

The draft policy also proposes a number of changes to facilitate small scale processing, farm infrastructure and a more streamlined approval process for small farm dams. Changes are expected to be implemented by July 2022.

## 1.7 Mid-Lachlan sub-region

Lachlan forms a key part of the Mid-Lachlan sub-region which and includes the LGAs of Parkes and Forbes.

The Regional Economic Development Strategy provides a vision for the subregion as:

***To be a progressive and prosperous regional community that leverages its competitive advantages in agriculture, mining and tourism, and to embrace industry growth and create job opportunities whilst supporting the thriving economy***

Agriculture is the predominant land use and the most significant economic contributor to the sub-region. The region also has a long history of mining that continues to drive the region's economy makes the Mid-Lachlan region particularly rich in gold and copper deposits, and offers potential mining opportunities for cobalt, nickel and scandium.

In 2018, the NSW Government assisted local councils to develop Regional Economic Development Strategies (REDS). The document highlights the strengths of the regional economy (endowments) that can be leveraged by industry to support growth.

The subregion's economic strategy, through six strategy elements, seeks to leverage its key strengths and advantages in agriculture and mining, improve the availability of skilled labour and improve access to markets by investing in intermodal network resilience and reliability.

The Parkes Special Activation Precinct on the junction of the Inland Rail and Trans-Australia Railway provides a significant opportunity for the sub-region to leverage investment in freight and logistics, resource recovery, value-added agriculture and renewable energy.

The subregion benefits from its rainfall, climate and soil, mineral and natural resources, location and access to rail and road.

While agriculture is the predominant land use and a significant economic contributor, the region also has a strong manufacturing industry that continues to drive the region's economy today. Another important industry is mining, with the region covering the Macquarie Arc formation, a section of the Lachlan Orogen geological formation which makes the Mid-Lachlan region particularly rich in gold and copper deposits, and offers potential mining opportunities for cobalt, nickel and scandium. Mining has a Gross Regional Product output of \$267,925 per employee<sup>5</sup>.

Healthcare and social assistance, retail trade, education and training and state government administration are also important industries in the subregion.

Condobolin is the main service centre in Lachlan with Parkes and Forbes the equivalent key centres in those adjoining LGAs making up the subregion. A map of the subregion is shown **Figure 2**.

At the time of writing this strategy the REDS was in the process of being reviewed.

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<sup>5</sup> Mid Lachlan Regional Economic Development Strategy, p 5



Figure 2 Subregion



Source: Mid Lachlan Regional Economic Development Strategy

### 1.7.1 Lachlan Economic Development Strategy 2017-2020

This Strategy pre-dates the Local Strategic Planning Statement (LSPS) however the 'line of sight' for strategic direction is included in the Key Opportunities for the LGA, on page 16, and Strategic Goals, pages 17 – 25, with the key issues summarised below:

**Agriculture and Agribusiness** – Agriculture is the largest contributor to both GRP and employment in the Lachlan Shire. The agricultural industry contributed \$83m to the local economy with cereal crops (barley, wheat, canola) and small livestock being the major sectors. Value adding will help strengthen the farm sector, with industrial innovation suggested as a means to 'find industrial non-food uses for products grown in the Lachlan region'.

**Manufacturing** – the sector has grown significantly in the past census period (2011-16) with more than \$19 million contributed to the local economy with fabricated metal products making up more than a quarter of the value-added output. Manufacturing has significant links to the broader agriculture, forestry and fishing industry as well as paper and food and beverage production. This high growth sector can drive local employment which is an advantage that can be further developed through knowledge, resources, skills, and innovation. The light industry manufacturing sector has emerged in Condobolin and Lake Cargelligo and Council has established estates to promote further growth. The establishment of mining and mining related industry and renewable energy are seen as emerging industries for the Shire. Efficiencies through improved collaboration, knowledge sharing and enhanced supply chains between industry is recommended.

**Tourism** – a relatively small but growing component of the local economy. Improvements to visitor services, including product offering and facilities, industry capabilities, branding and promotion and community awareness and involvement in tourism are suggested.

**Transport** – the Lachlan LGA is ideally situated to take advantage of economic and supply chain opportunities due to the Inland Rail project, Parkes Hub, road and rail networks and airfields. Linkages with the agricultural sector and the Inland Rail will increase the competitiveness and productivity of the local industry.

Each Goal has a range of strategies, of which the relevant matters are provided below.

**Goal 1 – Strengthen the high growth sectors of manufacturing, transport, tourism and agribusiness**

- » Develop a manufacturing cluster with a focus on value-add agriculture and renewable energy
- » Identify and promote regional research
- » Grow the manufacturing light industry base through the development and marketing of the Condobolin and Lake Cargelligo Industrial Parks
- » Develop a return on investment (ROI) model for the Lachlan Intermodal Terminal Concept
- » Collaborate with agencies to promote water use efficiencies
- » Investigate opportunity to support and upgrade the agricultural innovation centre in Condobolin including diversification for expansion into a low rainfall irrigation centre
- » Link in with wider NSW Government and regional strategies to support expansion of the agricultural sector
- » Enhance the visitor experience through the development of a tourism destination management plan

**Goal 2 – Regional Infrastructure** Facilitate and provide regional infrastructure that supports a cohesive, active and progressive community and assists in driving economic growth

- » Develop a business case utilising industry case studies that support the development of the Inland Rail project
- » Continue investigations into the feasibility of a regional intermodal terminal and potential uses of the co-located disused abattoir site
- » Monitor mining opportunities in the region to ensure impacts are minimised and employment opportunities are harnessed

**Goal 3 – Small business growth**

- » Provide practical support for new small business owners and job seekers

**Goal 4 - Employment and Skills development**

- » Undertake analysis of workforce requirements for each major growth industry to identify gaps and develop targeted solutions to ensure business growth
- » Encourage the uptake of competitive manufacturing skills to improve efficiency and competitiveness
- » Utilise the existing TAFE infrastructure to deliver courses to enhance the local knowledge base and develop skills targeting youth
- » Support and enhance the Wiradjuri Study Centre and aboriginal employment opportunities

**Goal 5 - Liveability and lifestyle**

- » Range of marketing and branding strategies to attract and retain people

## 1.7.2 Implications for the Strategy

The NSW Government’s Central West and Orana Regional Plan, the Lachlan Economic Development Strategy and the Mid Lachlan Regional Economic Development Strategy provide clear and strong policy support for maintaining and strengthening the diverse economy of the Lachlan Shire. This includes developing existing strengths, such as in agriculture and mining, renewables, manufacturing as well as newer opportunities in transport and logistics.

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The Parkes Hub is a rare transformative regional investment opportunity that has potential for synergistic transport and logistics development opportunities in the Lachlan Shire.

Council's LSPS has clear intentions for rural and industrial land uses and ancillary development. The LSPS is guided by other policy including the Urban Settlement Strategy and Lachlan Economic Development Strategy and sets out the opportunities that are agreed by the community to be appropriate for the LGA to 2041 (*reiterated below*):

- » **Infrastructure:** Increase renewable energy generation, improve freight connections to markets and global gateways, enhance road and rail freight links
- » **Agriculture:** Protect the region's diverse and productive agricultural land, and grow the agribusiness sector and supply chains
- » **Natural Environment:** Protect and manage environmental assets, manage and conserve water resources and increase resilience to natural hazards and climate change
- » **Mining and Mineral Resources** – sustainably manage mining resources
- » **Development Planning and Promotion** – Promote business and industrial activities on employment lands, plan for greater land use compatibility
- » Investigate opportunities for land use growth to ensure business and industrial uses have solid foundations
- » Implement the recommendations of the Lachlan Shire Urban Settlement Strategy in policy including the LEP and DCP



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## 1.8 Key Issues

The Background and Issues Paper provided a framework for the Strategy with the identification of issues in the development of strategies for the long-term management of industrial and rural land. It provides the analysis, land use constraints and context and should be read in conjunction with the Strategy. The key issues are identified below.

Issue	Comment
<b>Industrial Land</b>	
Future supply of industrial land in Condobolin and Lake Cargelligo	The industrial land analysis found that there is insufficient land to support growth in the light industrial and manufacturing sector in the short to medium term. The strategy should plan for future needs and ensure suitable land is preserved for that purpose in optimal locations. Constraints are evident in many precincts that were identified in the Urban Settlement Strategy, mainly Crown Land tenure and biodiversity values. New greenfield areas close to existing precincts have been identified for further investigation.
Capitalising on the Inland Rail and Parkes SAP	Capitalising on the competitive advantages of the Inland Rail project and Parkes SAP is a transformative opportunity for Lachlan. Council is driving investigation into the viability of developing a warehousing and logistics precinct in close proximity to Condobolin.
Land use management near existing and future industrial land supply and land use conflict	The management of residential and rural residential development (existing and future) and the impact on industrial land uses is a consideration for the strategy. Planning to avoid future land use conflict is a key element of the broader planning for industrial land.
<b>Rural Land</b>	
Promote and protect sustainable agriculture	Government policy settings are clear for the long-term protection of the agricultural sector and underpins land use planning in the RU1 Primary Production zone. Clear direction and policy for the separation of rural from non-rural activities will prevent issues of rural land use conflict.
Support rural economic development	Both the Orana and Central West Regional Plan and Mid Lachlan Regional Economic Development Strategy focus on rural economic development: growing agribusiness and increase in value adding as essential to the continuing prosperity of the region. Local planning policy should support the growth of agribusiness in the right location.
Mining and renewable energy	Allowing for new mining and renewable development is a key element of the Mid Lachlan Regional Economic Development Strategy and Council's LSPS. It is important to manage rural land into the long term to facilitate new industries with minimal costs and impacts on adjoining

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Issue	Comment
	<p>land and communities. It is also important that workforces associated with major development are situated in and complement, existing towns and villages.</p> <p>A consistent approach to managing mining and renewable energy projects is needed and the extent that Council have a role in capturing ongoing investment could be investigated.</p>

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## 2 Industrial Land Strategy

The Industrial Land Strategy provides a framework to guide growth and development within the individual towns and villages to 2041. The Strategy responds to the need to provide industrial land in the key local centres and enable the LGA to respond quickly to opportunities over time, including leveraging the Parkes SAP and roads and rail transport infrastructure.

The Strategy for industrial land has been developed to accommodate growth in the three towns of Condobolin, Lake Cargelligo and Tottenham.

### 2.1 Key Principles

The Industrial Lands Strategy is underpinned by the following commercial principles.

#### **Affordability**

Industrial land should remain price competitive over time, supported by an orderly supply of quality land relative to the particular LGA

The cost of developing industrial land should not be prohibitive (eg infrastructure and services, site preparation, roads and utilities)

#### **Diversity**

A range of offerings relative to price, land area, access to transport and infrastructure and location, both within individual towns and across the LGA

Adequate supply of industrial lands to support existing and future industrial demand and meet long term needs

#### **Suitability**

There is well located land available in all three towns

Development of land minimises the impact on non-industrial uses

Environmental impacts of land development can be mitigated

#### **Growth**

The region will support the delivery of the Regional Economic Development Strategy particularly in relation to support services for the mining, manufacturing, agricultural and tourism industries.

Business investment, research, innovation and new technologies and partnerships will be supported by Council.

### 2.2 Approach

The Industrial Lands Strategy builds on the underlying assumption that there is an undersupply of suitable land available for the expansion of existing and development of new businesses in Condobolin, Lake Cargelligo and Tottenham.

The Industrial Land Strategy is largely guided by the goals and directions in the CWORP:

- » Protect the regions diverse and productive agricultural land
- » Grow the agribusiness sector and supply chains
- » Development advanced manufacturing and food processing sectors

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- » Sustainably manage mineral resources
- » Increase renewable energy generation
- » Promote business and industrial activities in employment lands sustainably manage water resources for economic opportunities
- » Plan for greater land use compatibility

Relevant Strategy and Implementation Actions in the Mid-Lachlan Regional Economic Development Strategy to:

- » provide zoned and serviced land for commercial and industrial use
- » encourage the development and extension of the natural gas pipeline to Condobolin to provide access for mining but this should be for businesses/industry and residential properties as well
- » the continual upgrade and maintenance of regional transport infrastructure projects
- » continue to focus on the upgrade and development of regional water security
- » facilitate the development of industrial land by providing assistance towards the purchase of Crown land and planning approvals
- » telecommunications and reliable internet are key as well as electricity supply

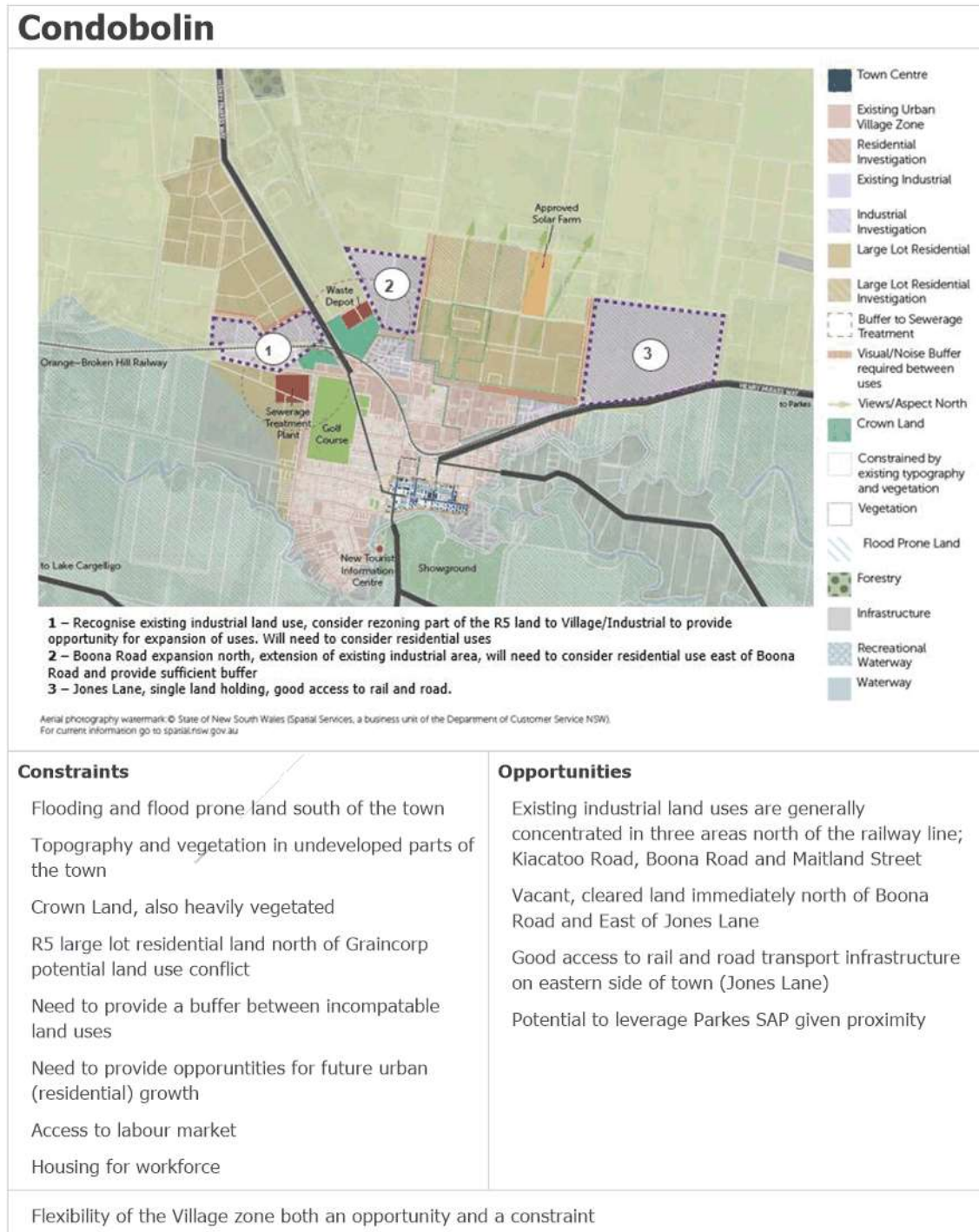
The Industrial Land Strategy has been developed spatially in the form of Structure Plans for each of Condobolin Lake Cargelligo and Tottenham. The Structure Plans are followed by a series of actions that align with CWORP.

## 2.3 Considering residential land use

The land resources and key development characteristics that provide favourable industrial land release areas are often the same resources and characteristics that are desirable for residential land. Therefore, in considering opportunities for industrial land, Council needs to consider where future serviced, large lot and lifestyle development may be located.

Typically, industrial uses should be well separated from the more sensitive residential uses and the structure plans prepared for the towns needs to preserve land for residential expansion in the long term. More detailed investigation as to the capability and suitability of land for residential development will need to be considered as part of a residential land and housing strategy. There is an opportunity for the Structure Plans to evolve over time to include opportunities for the expansion of residential areas.

### 3 Structure Plans





## Lake Cargelligo



- 1 - Recognise existing industrial land use, consider rezoning part of the RUS Village zone to Industrial. Will need to consider residential uses
- 2 - Expansion of existing industrial land uses, rezoning of rural land
- 3 - Consider investigation of Crown Land subject to stakeholder engagement
- 4 - Future urban/residential expansion

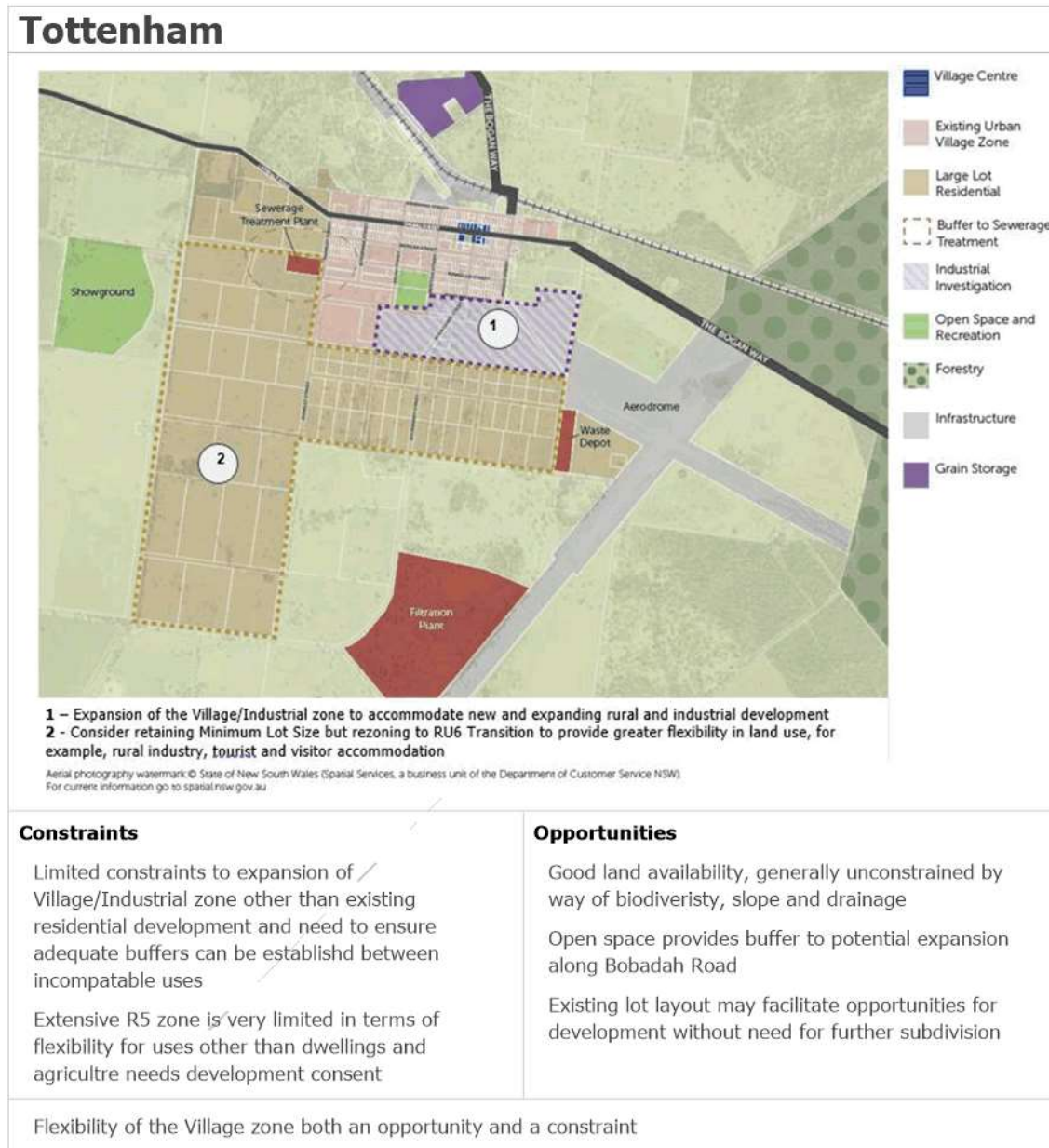
### Constraints

- Need to provide a buffer between incompatible land uses
- Need to provide opportunities for future urban (residential) growth
- Reliability of electricity network
- Access to labour market
- Housing for workforce
- Existing non-residential uses in Rodeo Drive and Grace Street have potential to cause land use conflict if not managed
- Drainage constraints

### Opportunities

- Existing industrial land uses are generally concentrated on the western side of the village with access off Walker, Loughnan and West Streets
- Good access to road transport infrastructure on western side of town via Lachlan Valley Way
- Land ownership pattern may support development of additional industrial land to the west

Flexibility of the Village zone both an opportunity and a constraint



## 4 Rural Land Strategy

The Rural Land Use Strategy provides a framework to guide growth and development of rural land. The Strategy responds to the diversity in rural land and established rural industries such as agriculture and highlights the need to better address mining and encourage diversity in agriculture and support economic development.

In particular the Strategy seeks to:

**Promote and protect sustainable agriculture** – identify objectives for the protection of agriculture based on an understanding of the existing and potential land use, managing key threats and recognising opportunities.

**Support rural economic development** – providing a land use framework that supports long term investment in agriculture, enables agribusiness and value-adding in the agricultural sector.

**Rural tourism** – Provide a consistent approach to support, manage and facilitate rural tourism.

**Manage development on the Lachlan River** – identify the value of the resource that is the Lachlan River and consider opportunities for more intensive agricultural land uses in line with subdivision provisions for agricultural lots.

**Support mining** – recognise the importance of mining and provide direction as to the suitability of mining in particular locations.

**Protect environmental values and manage threats including climate change** – protect and preserve key environmental attributes. Recognise climate change and build resilience into planning controls

### 4.1 Promote Sustainable Agriculture

Protection of agricultural land is an objective that underpins the CWORP and is key in the long-term sustainability of rural communities. Lachlan Shire supports a diverse range of agricultural industries from broadacre dryland cropping, grazing to irrigated intensive plant agriculture all with varying land area and water demands.

The Regional Plan includes specific priorities for Lachlan in relation to *the protection of important agricultural land from encroachment from residential development*. The DPI have prepared draft State Significant Agricultural Land Mapping which includes the Lachlan River corridor. It is unclear what the intention of the mapping is and what the planning implications of it will be at the current time.

A comprehensive set of policy guidelines underpin the protection of agricultural land including the aims of the Primary Production and Rural Development SEPP.

The DPI have a policy to maintain land for agricultural industries that recommends that environmental planning instruments are structured to:

- (a) promote the **continued use of agricultural land for commercial agricultural purposes**, where that form of land use is sustainable in the long term;
- (b) **avoid land use conflicts**;
- (c) **protect natural resources** used by agriculture;
- (d) **protect** other values associated with agricultural land that are of importance to local communities, such as **heritage and visual amenity**;
- (e) **provide for a diversity of agriculture enterprises**, including specialised agricultural developments, through strategically planned locations to enhance the scope for agricultural investment in rural areas; and
- (f) **allow for value adding and integration of agricultural industries into regional economies**.



The Rural Land Strategy should continue to support the objectives of the State Significant Agricultural Land and the DPI policy framework and provide a land use planning framework that is consistent with these objectives.

## 4.2 Land Use Conflict

Land use conflict occurs when a land use or activity is incompatible with the views, expectations and/or values of other people living in the area. This is highlighted in peri-urban fringe areas of towns and villages as well as within the urban areas themselves. An unresolved dispute can have an impact on health and community wellbeing.

Changes in rural land use, increases in the number of non-farmers and hence lack of understanding of farming practices can create tension between neighbouring landowners both having the right to enjoy their land.

A key outcome of land use policy is to minimise the potential land use conflicts, both through planning policy and land use decisions that reflect the part accumulation of knowledge.

## 4.3 Rural Tourism

The economic benefit of rural tourism has been highlighted in the Background and Issues Paper. Rural-based tourism development and activities are seen as an opportunity to value-add and diversify the economy where the productive capacity of agricultural land is not reduced. This is particularly the case post COVID-19 with the increased interest in domestic tourism likely to continue. Existing initiatives have been identified as priorities in the REDS including the development of the "Somewhere down the Lachlan" sculpture trail.

The draft policy framework currently being prepared by DPIE to support rural businesses and low impact agricultural development on farms including farm tours and events and some forms of development, such as small process plants where certain standards are met, to be fast tracked as exempt or complying will provide additional opportunities within the LGA.

As noted in section 1.6, Council has supported the inclusion of provisions for farm stay accommodation in the R5 zone.

Planning controls should be reviewed to ensure that they are aligned with DPIE policy and cater for temporary events, provide opportunities for tourist accommodation, and encourage low impact development within the RU1 Primary Production zone.

## 4.4 Mining

Mining is a key economic driver and provides significant opportunity for the growth of businesses and industry that support mining operations as well as the provision of accommodation for a proportion of the permanent workforce.

Ensuring that there is an adequate supply of services industry land and urban land with good access to transport should be a priority. Often mining applications are State Significant Development, which limits Council's role in this process.

Council also has a role in managing potential conflicts between mining, agricultural and other more sensitive uses such as tourism and to foster and maintain healthy relations between the various parties.

## 4.5 Flexibility in Tottenham

Tottenham includes a large area of undeveloped R5 Large Lot Residential zoned land over an existing land subdivision (title) pattern. This zone is inflexible, being a strictly residential zone where the restrictions are greater than those in the Village zones.

There is an opportunity for Council to consider retaining the minimum lot size in this area, but altering the zone to allow some (limited) flexibility and land uses that are compatible with a rural residential area such as tourist and visitor accommodation and some low impact rural industries, for example, large machinery storage sheds for seasonal contracting equipment, etc.

## 4.6 Workforce Accommodation

Accommodation needs of the workforce to both attract full time workers and seasonal work in the agricultural sector, mining and other major projects is a challenge for regional communities across NSW.

While the short term influx of people to the region can have positive impacts, there is a need to accommodate them in a manner that does not undermine the existing rental accommodation market or cause social issues. To the extent that these beds are within the rural areas, the planning controls should be aligned to facilitate the adaptive, short term use of existing dwellings where this is ample availability, as temporary accommodation as a preferable alternative to camps.

## 4.7 Rural Land Recommendations

Based on the rural land analysis it is recommended that Council consider the following:

- » Align the land use controls in the RU1 Primary Production zone with the proposed planning amendments for agriculture, including tourism, farm stay accommodation and rural related small businesses
- » Review the Land Use Table for the RU1 Primary Production zone to ensure that the permissible uses support investment in agriculture and provide opportunities for value add and the growth of agribusiness.
- » Retain the 400ha minimum lot size for dwellings on certain rural land
- » Consider rural residential and lifestyle development on certain rural land according to criteria that may include close proximity to towns and services, impact on agricultural land use, rural land capability, environmental constraints and natural hazards
- » Consider options that will continue to provide for dwelling opportunities within the rural areas to support agriculture and provide housing diversity including expanding the land use table to include detached dual occupancies
- » Review the draft State Significant Agricultural Land identified in the LGA and subsequent implications for land use activities within the Shire once it is understood what the intention of the mapping is.

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## 5 Industrial and Rural Land Strategies and Actions

The Strategy is overarching. Objectives have a corresponding Strategy and Action or series of Actions that align with the Goals and Directions of the CWORP.

**Implementation Outcome** provides a simple measure of the success in delivery of the Action

**Timeframe** is in Short 1-5 years, Medium 5-10 years, Long 10 years plus. The majority of the actions can be achieved concurrently with a review of the LEP or LSPS. Timeframes may vary as priorities change in response to growth and some actions are on-going

**Responsibility** relevant Council but some Actions require collaboration of industry and other government agencies

### Objective A: Protect the regional’s diverse and productive agricultural land

Strategy	Action	Implementation Outcome	Timeframe	Responsibility
A1 Apply rural land use zones to ensure land use tables facilitate the use of productive land for agriculture as the primary function	A 1-1 Review Land Use Tables in the RU1 Primary Production zone A 1.2 Review the draft State Significant Agricultural Land Mapping	Productive and potentially productive agricultural land is zoned consistently and appropriately to ensure long term access for agricultural purposes. State Significant Land is accurately identified and mapped within the LGA	Short	Council/DPE
A2 Prioritise agriculture and associated economic development over rural lifestyle development	A 2-1 Educate residents living in or near rural zoned land, or people enquiring about living in these locations about the issues A 2-2 Provide controls in DCPs that highlight Right to Farm policy A 2-3 Include requirements in DCPs for buffers, separation distances and setbacks to be provided as part of development for dwellings close to intensive agricultural operations	Existing and potential land use conflicts are identified and managed Subdivision of rural zoned land is managed where potential for conflict with existing or potentially productive agricultural land could occur, or where the use of the land for agricultural purposes would be reduced.	Short/On-going	Council

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Strategy	Action	Implementation Outcome	Timeframe	Responsibility
	A 2-4 Consider rural residential and lifestyle development on certain rural land as part of a Local Housing Strategy	Prepare a Local Housing Strategy	Short	Council
A3 Continue to avoid fragmentation of agricultural land	<p>A 3-1 Reduce fragmentation of rural land by retaining suitable MLS in the RU1 Primary Production zone that has economic value (i.e low capability land within 10km of settlements can be considered for other opportunities)</p> <p>A3-2 Consider retaining the minimum lot size but rezoning certain R5 land at Tottenham to increase the opportunity for low impact rural industry and other compatible land uses</p>	<p>Fragmentation of farms and rural properties is minimised where rural land has high economic value.</p> <p>Additional opportunities for rural enterprises in Tottenham</p>	Short	Council/DPE
A4 Support Agritourism and small scale agriculture development	<p>A 4-1 Consider the scale and permissibility of tourism uses, including accommodation, in the rural zone.</p> <p>A 4-2 Work with DPIE to facilitate changes to the LEP including a Review of Land Use Tables and suitability of proposed agritourism uses within the RU1 zone</p>	<p>Tourism uses appropriately located</p> <p>Land use planning framework aligned with REDS and destination accommodation suitably located</p> <p>Policy aligned with DPIE</p>	Short	Councils/DPE/DPI

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**Objective B: Grow the agribusiness sector, manufacturing, and supply chains**

Strategy	Action	Implementation Outcome	Timeframe	Responsibility
B1 Provide a land use framework that supports long term investment in agriculture, enables agribusiness and value-adding in the agricultural sector.	B1-2 Review land use tables to ensure that they facilitate rural economic development and include rural industries, tourist and visitor accommodation and temporary uses	Land use planning supports economic development in agriculture and tourism	Short On-going	Council/DPE/ Industry/DPI
	B1-3 The use of existing public infrastructure and planning for additional infrastructure is reviewed to support development of rural industries and agricultural activities.			
	B1-4 Innovation, diversification and value-added farming enterprises and activities are encouraged and supported.			
B2 Support investment in infrastructure	B2-1 Continue to work with neighbouring Councils and the NSW Government to improve transport infrastructure through the Regional Transport Plan.	Upgrade to key infrastructure; roads and telecommunication are funded	On-going	Council/ Neighbouring LGAs/ NSW Gov/Fed Gov
	B2-2 Work with and support industry to improve the reliability of energy supply to Lake Cargelligo.	Reliable/backup energy supply		
	B2-2 Renewal of water and sewer infrastructure in Condobolin and other settlements.	Upgrade to essential infrastructure	Medium	

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**Objective C: Promote business and industrial activities in employment lands**

Strategy	Action	Implementation Outcome	Timeframe	Responsibility
C1 Identify and maintain a long term supply of industrial land	D1-1 Support the identification of industrial land investigation areas in Condobolin, Lake Cargelligo and Tottenham C1-2 Engage with landowners to confirm land availability in the short/medium/long term C1-3 Prepare a Planning Proposal to rezone land C1-4 Monitor the supply and demand of industrial land	Additional land identified and rezoned for development	Short/ On-going	Council/DPE/ Agencies/ Community/ Industry
C2 Position Council to be responsive to investment opportunities	C2-1 Provide information to prospective investor and businesses to encourage investment C2-2 Ensure that Planning Approval Processes are efficient, and developers are aware of the opportunities for exempt and complying development pathways where available C2-3 promote the opportunities associated with proximity to the Parkes SAP, road and rail transport infrastructure	Council has information for investors Planning controls are clear and transparent Council are able to respond to development and investment opportunities without having to pursue long and drawn out rezoning processes	Short term	Council/DPE

**Objective D: Support mining as an important industry in the subregion**

Strategy	Action	Implementation Outcome	Timeframe	Responsibility
D1 Recognise the importance of mining and provide direction as to the suitability of mining in particular locations.	D1-1 Provide clear guidelines for the benefit of the community in relation to the approval process for State Significant mining projects	Mining is development with minimal impact on the community and environment	On-going	Council/Industry/ DPIE

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Strategy	Action	Implementation Outcome	Timeframe	Responsibility
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**Objective E: Plan for future residential land and land use compatibility**

Strategy	Action	Implementation Outcome	Timeframe	Responsibility
E1 Preserve opportunities for urban/residential expansion	E1-1 Identify potential residential land opportunities through a local housing strategy E1-2 Identify opportunities for Lifestyle development close to all towns and villages E1-3 Update the work undertaken to include 2021 ABS Census Data (when available) and incorporate into Housing Strategy	Suitable land is retained for future urban/residential expansion	Short	Council
E2 Provide accommodation opportunities for temporary and full-time workers engaged in mining, agricultural and major projects	E2-1 Work together with mining companies, agriculture and the community to unlock existing accommodation infrastructure. E2-2 Support those wanting to transition suitable accommodation to ensure that it satisfies planning and building regulation.	Various forms of residential accommodation is developed in towns and villages as an alternative to camps and other temporary accommodation	Long	Industry

**Objective F: Protect natural resources and promote best practice environmental management**

Strategy	Action	Implementation Outcome	Timeframe	Responsibility
F1 Protect Biodiversity	F2-1 Avoid development in identified biodiversity corridors	High environmental value land is protected from development Biodiversity corridors avoided	On-going	Council /LLS/DPIE (OEH)

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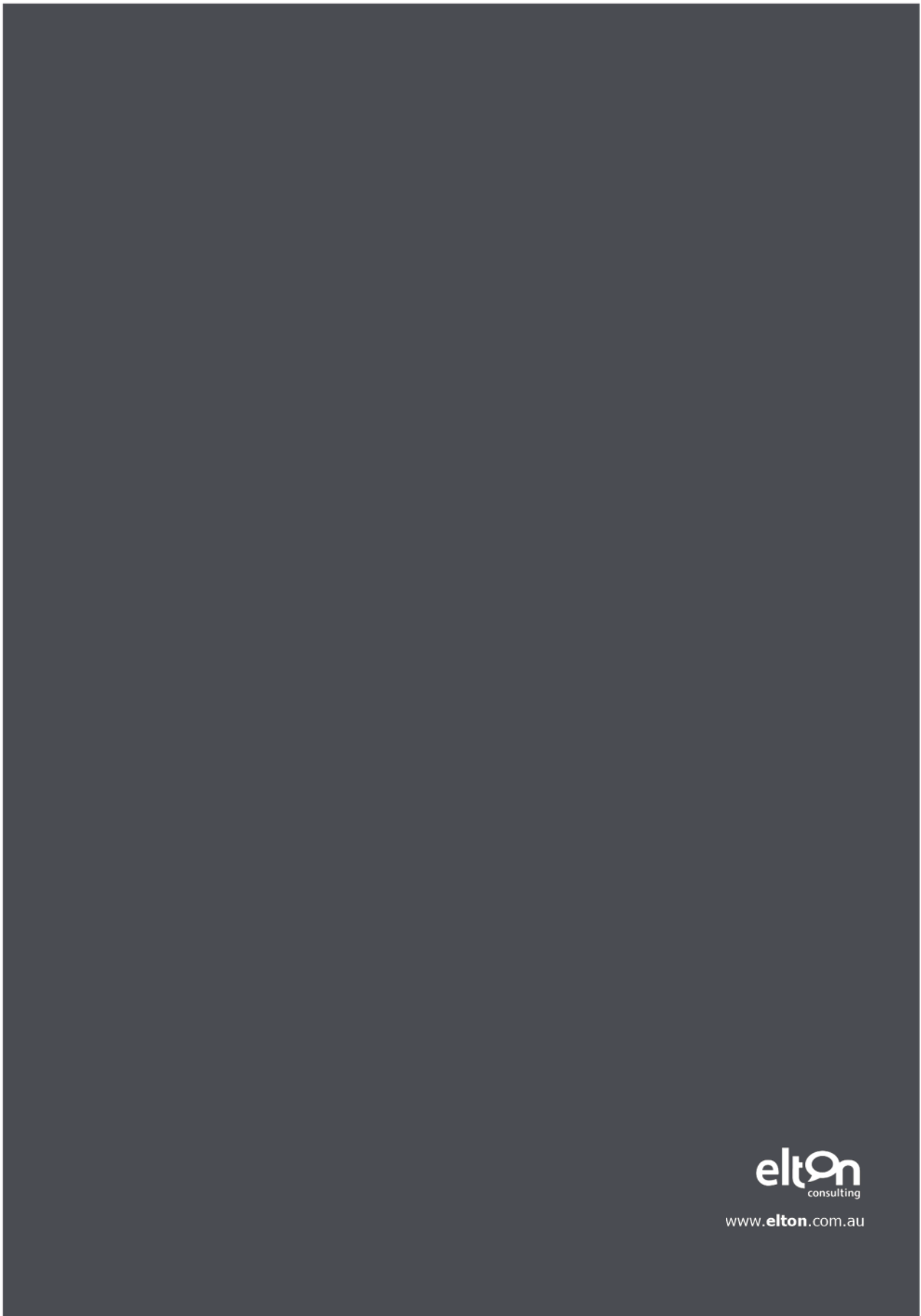
Strategy	Action	Implementation Outcome	Timeframe	Responsibility
F2 Recognise the impact of Climate Change	F2-1 Encourage development to adopt practices that reduce their carbon and energy footprint	Carbon footprint is reduced	On-going	Council/Industry
F3 Protect and manage water resources	F3-1 Include Water Quality and River Flow Objectives in planning controls for commercial and industrial sites	Development does not have an adverse impact on water quality/quantity	On-going	Council/Industry /Agencies



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# Submissions Summary



The Draft Industrial and Rural Lands Strategy was placed on Public Exhibition by Lachlan Shire Council for an extended period of more than 60 days from 29 November 2021 – 14 February 2022.


During the Public Exhibition period seven (7) submissions were received, as summarised in the following table.

## 1.1 Summary of Public Submissions

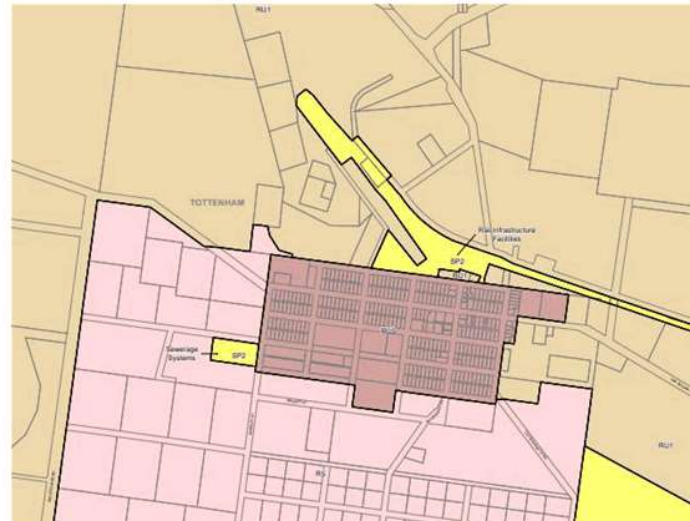
**Table 1 Overview of Public Submissions**

No.	Submitter/Area	Issues Raised	Response
1	Delta Agriculture - Sharon Metcalf Tottenham	<p>Support Strategy. Currently looking for opportunity for expansion in Tottenham.</p> <p>Area identified too small and covers land under ownership of 5 landowners. Recommend expanding the area.</p>  <p>Considering subdivision of Lot 2 DP 837930, Bobodah Road for industrial use.</p>	<p>A key objective of the strategy is to consider the orderly expansion of the Village zone to accommodate commercial/industrial growth. The challenge in Tottenham is to ensure that future industrial land does not adversely impact on the rural residential opportunities on existing zoned land.</p> <p>Ownership and the willingness of individual land owners to either sell or development land remains a significant barrier. However, increasing the area does not necessarily address this, rather, crates the potential for land use conflict between the existing rural residential development and potential industrial uses.</p> <p>In the case of Delta Ag, there is a clear desire to secure a suitable parcel of land for development. Rather than expanding the area proposed, it may be a better option for Council to work with Delta and individual landowners to realise the subdivision of Lot 2 DP 837930 which has been identified in the strategy for future industrial land.</p> <p>Lot 2 is currently zoned R5 with a MLS of 8,000sqm (Area B – with reticulated water). However, the use of the land for a rural industry is prohibited (except within 50m of the boundary of the RUS zone).</p> <p>There is an opportunity to consider a subdivision of the site concurrently with the rezoning of the land under the Strategy.</p>

No.	Submitter/Ar ea	Issues Raised	Response
			<b>No change recommended</b>
2	Allshelter - Roger Reddel Lake Cargelligo	<p>Support the Strategy.</p> <p>Additional Comments</p> <ul style="list-style-type: none"> <li>a. The northern end of the Showground, on the southern side of Rodeo Drive should be added to the Industrial Investigation for early consideration                             <ul style="list-style-type: none"> <li>a. It is unused land adjacent to existing industrial properties</li> <li>b. With easy access to services and a good existing road</li> <li>c. So it would cost less to develop</li> </ul> </li> <li>b. The northern end of the Gold Club Oval should be added to the Industrial Investigation                             <ul style="list-style-type: none"> <li>a. A bypass extension from Rodeo Drive, across the railway line, and then through this section would make the bypass as straight as possible for large trucks</li> <li>b. It is currently unused</li> <li>c. And is just to the south of existing industrial land</li> </ul> </li> <li>c. The grain silos &amp; dumps should be moved out of town to the South East and setup like the new Graincorp facility at Calleen:                             <ul style="list-style-type: none"> <li>a. Less truck movements and dust in town in general</li> <li>b. Also less traffic with trucks having to move back and forwards from the silos to the dumps</li> <li>c. This land could be setup for a lot of new light industrial or even residential</li> </ul> </li> <li>d. The large lots to the east of the aerodrome:                             <ul style="list-style-type: none"> <li>a. Should be included as urban village zone so they can be subdivided up into medium sized blocks – not small ones – maybe 5,000 to 10,000sqm minimum?</li> <li>b. There is a lack of medium sized blocks of land around town where people can setup lifestyle residence</li> </ul> </li> </ul>	<p><b>Response/Comment:</b></p> <p>Showground/Gold Club Oval– Noted. The land is Crown Land and will need to be considered in that context. Agree that where there is an opportunity to fact track land that is suitable this should be considered. As it is Crown Land there will be an extensive stakeholder consultation process that will need to be undertaken as part of this process.</p> <p><b>Recommend Amendment to Strategy to include these areas.</b></p> <p>Securing a new access over the railway corridor and bypass would need further investigation before it could be accommodated in the strategy.</p>  <p>Grain Silos and storage (check where he means)</p> <p>Large Lots east of Aerodrome – there is an opportunity to identify urban residential expansion as part of a wider Housing Strategy project. Would need to consider impact of runway. Some land already zoned with a 600sqm MLS.</p> 

No.	Submitter/Ar ea	Issues Raised	Response
		c. This would be different to the land to the south of the airport which would be small blocks with lake views	<b>Recommended that the land east of the runway be considered as part of a housing strategy.</b>
3	Allshelter - Doug Reddel Lake Cargelligo	<p>Questions the exclusion of land (approved subdivision).</p> 	<p>The Strategy is dealing with potential industrial land. Area 3 in the Strategy is included because it had been previously earmarked for potential industrial land. Having considered this, residential was found to be a preferred option.</p> <p>The inclusion of this land would be better considered in the housing strategy.</p> <p><b>No change proposed.</b></p>
4	Mark Hall - Lake Cargelligo	<p>Inconsistencies and editing – comments noted and full review has been undertaken to amended inconsistencies.</p> <p>Central West and Orana Regional Plan Directions are not all included.</p> <p>The strategy needs to consider opportunities for Rural Lifestyle Development in the context of land capability.</p> <p>The Industrial and Rural Lands Strategy needs to be consistent with the Regional Plan. Those Directions that relate specifically to the issues have been addressed. Further consideration has been given to all of the Directions.</p> <p>Tourism should include cultural tourism.</p> <p>Consider smaller lot sizes for intensive agriculture along the river Does not support the retention of 400ha MLS for dwellings</p>	<p>Typographical matters have been addressed.</p> <p>The reference to tourism is an extract from the REDS. The Strategy does not seek to question existing endorsed policy documents or material, rather reinforce consistency as required.</p> <p>The Regional Plan Directions have been amended. Again, the object was to highlight the particular direction most relevant to determining land use planning consideration for the location of industrial land as well as implications for rural land use.</p> <p>Decisions as to the suitability of dwellings in rural area need to consider more than the capability of land. Proximity to schools, hospitals, employment, potential for land use conflict are all considerations.</p> <p>The LLEP already includes provision for subdivision of land to create lots that are less than the MLS for the purpose of agriculture including intensive agriculture along the river. Refer Clause 4.2.</p> <p>The minimum lot size for a dwelling is not proposed to be amended. There is, however, an opportunity to consider additional lifestyle development in certain locations as part of the housing strategy.</p>



No.	Submitter/Ar ea	Issues Raised	Response
5	Sarina Sharp – Tottenham	<p>The Strategy fails to give due consideration to the location of industrial land away from residential areas.</p> <p>Industrial land should include buffers to existing urban areas.</p> <p>Alternative sites identified on the northern side of the rail corridor and include an additional rail crossing.</p>	<p>Tottenham is a Village zone in which a range of potentially incompatible land uses are already permissible. The Strategy looks at the location of the existing infrastructure and identifies area that could be delivered in an orderly and economic manner.</p> <p>The land to the north is zoned RU1 Primary Production and the land use table allows Rural Industry as a permissible use. Therefore, nothing in the controls prevent this land from being considered for that purpose.</p>
			<p>There is a need to include buffer areas between urban (residential) and industrial land and this can be clarified in the strategy and structure plans and well as DCP controls.</p>
6	Peta Emes – Condobolin	<p>The submitter raises a range of issues that are beyond the scope of the Strategy and some of which should be directed to DPE as they review the Regional Land Use Plan for Central West and Orana.</p>	<p>Flood planning policy is currently under review by DPE. A key objective is to avoid putting people and assets in the path of known natural hazards such as flood. Mitigation should only be a consideration where the hazards cannot be avoided in the first place. There are opportunities for provide flood free development areas.</p>

No.	Submitter/Ar ea	Issues Raised	Response
		<p>Climate change and background data – reference to changing climatic conditions (local) inc change in rainfall dominance from winter to summer.</p> <p>Flood Planning 100 yr events outdated</p> <p>Roads – suggests alternatives to the use of petrochemicals on road construction</p> <p>Inland rail – recognises opportunity and challenges for the LGA</p> <p>Electricity network – Council should take an more active role</p> <p>Water – irrigation unreliable. Competition between High security and general security water licences.</p> <p>Rural Housing – need to include ability for more than 2 dwellings per 400ha</p> <p>Unrelated small businesses should be considered on rural land</p> <p>Accommodation – housing. tight. Strategy should use 2021 census data.</p> <p>Housing supply is an issue. Existing stock inadequate</p> <p>Need to consider housing needs of mining and seasonal workers</p> <p>Future residential expansion – not marked on Condobolin map (objectives E)</p>	<p>Roads – noted. Triggers a related issue of whether there is a need to consider commuting as a sustainability issue and discourage residential opportunities remote from towns and villages.</p> <p>Rail – noted. LSC needs to position itself so that land supply and the land use planning process is not an inhibitor to economic growth when opportunities arise</p> <p>Electricity – reliability of network has been raised.</p> <p>Water – the ability to access high security water impacts the agricultural productivity of land. There has long been a relationship between access to water and small lot sizes. The challenge for Lachlan is whether the irrigation areas along the river are also suitable for additional housing given the potential risk associated with flooding.</p> <p>Rural Housing – the RU1 zone currently allow for a range of accommodation including dwellings, dual occupancy, eco-tourist facilities, B&amp;Bs, secondary dwellings, rural workers dwellings.</p> <p>There is an opportunity to consider the inclusion of certain tourist and visitor accommodation as a permissible use in the rural zone.</p> <p>Small business – already allow rural industry and home industries to be established in the RU1 zone.</p> <p>Scope of the strategy does not include housing, however, it is noted that in considering additional employment land the availability of housing for a growing workforce is relevant. Needs to be considered in a housing section or separate housing strategy.</p> <p><b>No changes recommended.</b></p>
7	GrainCorp	<p>GrainCorp Operations Limited are neighbouring operator within these effected areas.</p> <p>In the past years we have found great demands for our business, hence the need for growth and increase our operational hours and footprints.</p> <p>To meet demand, our operations are running at full capacity with continual delivery logistics to load and unload grains onto train carriages. Our depots are located on the outskirts of town centres and is segregated by land buffer zones to accommodate the continuous operation.</p>	<p>Buffer zones between agricultural industries and surrounding uses are recognised.</p> <p><b>No changes recommended.</b></p>

No.	Submitter/Ar ea	Issues Raised	Response
		Further to Council's proposed strategy, we understand this strategy includes the widening of these buffer zones and note GrainCorp's full support of this proposal.	



## Further Considerations

Housing and the need to consider urban settlement was a consistent theme in the submissions. Council recognises that the preparation of a Housing Strategy to support existing business and services and future employment growth is necessary.

### **Housing Supply**

The role of Council's land use planning controls in housing supply is as an enabler. This means

- Including a range of residential accommodation option as permissible uses in urban and certain rural areas
- Identifying land that can be readily serviced
- Reviewing development approval process to improve the efficiency of the approval process
- Providing support of land owners to understand what the opportunities are for development on their land

Planning should not be the barrier to delivering housing. Council needs to continue to work with other levels of government to address all of the challenges that contribute to the ongoing housing supply and affordability issues in regional NSW.

### **Minimum Lot Size for dwellings on rural land**

Decisions as to the suitability of dwellings in rural area need to consider more than the capability of land. Proximity to schools, hospitals, employment, potential for land use conflict are all considerations. It may be necessary to re-think the traditional broad approach to dwellings on rural land.

Subdivision of land that is marginal in terms of agricultural productivity is not the only consideration. We need to be looking to avoid encouraging residential development too far removed from towns and services. In circumstances where the primary income of the household is sourced off farm, should the lot be considered a "residential" lot, that is, rural lifestyle, rather than an agricultural one. If this is the case, we need to understand the real cost to the agricultural industry of taking land out of agricultural production, even marginal land, versus the benefit of the additional "household" to the area.

The impact of additional residential development (positive and negative) on agriculture and agricultural land needs to be part of the consideration of future housing supply.

**9.2 REGIONAL ECONOMIC DEVELOPMENT STRATEGY - REVIEW**

**TRIM Number:** R22/110

**Author:** Director - Environment, Tourism and Economic Development

**PURPOSE**

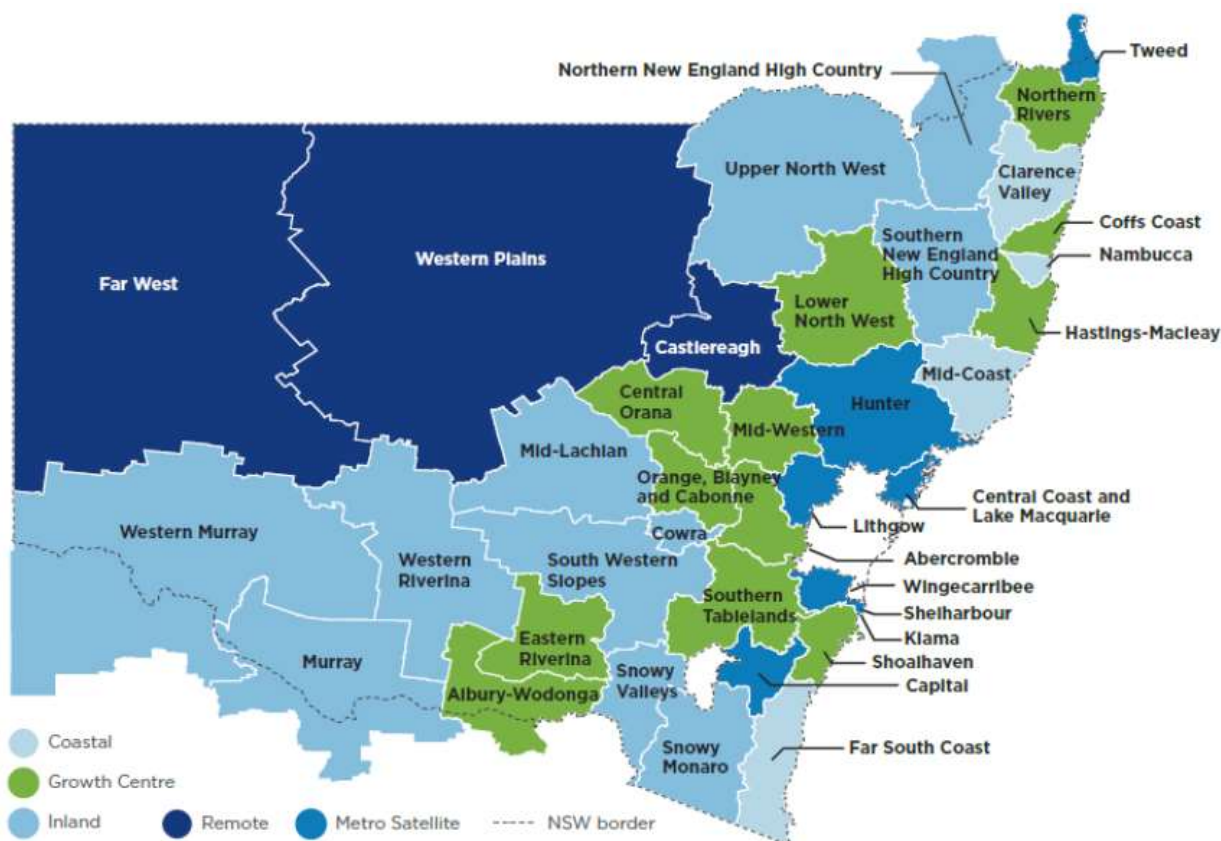
The purpose of this report is to inform Council that the State Government, through the Department of Regional NSW, is in the process of updating the Regional Economic Development Strategies across regional NSW.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

In 2018 the NSW Government produced Regional Economic Development Strategies across Regional NSW. The strategies are based around what the NSW Government calls Functional Economic Regions (FERs). There are thirty-eight (38) FERs, identified in the figure below.



*Figure 1: Map of Functional Economic Regions – NSW Government*

Lachlan Shire Council is part of the “Mid-Lachlan” FER, which also includes the Forbes and Parkes Shire Council Local Government Areas.

The current RED identifies six (6) strategies for the region, which are as follows:

1. Optimise and grow agriculture by improving supply chain efficiency and quality, market access and communication
2. Providing opportunities to expand current and future mining operations

3. Improve water security constraints for the agriculture, mining, manufacturing and tourism industries
4. Improve the availability of skilled labour for high value mining, construction, transport and manufacturing industries
5. Improve access to markets for agriculture, mining and manufacturing by investing in intermodal network resilience and reliability
6. Grow Tourism in the Mid-Lachlan to diversity the economy

Under each of the current strategies there are infrastructure priorities which include:

- Establish the Parkes National Logistics Hub as a centre for supply chain efficiency;
- Invest in internet and mobile phone service infrastructure;
- Invest in ingenuity and traceability initiatives, which include:
  - Development of the proposed Lake Cargelligo Truck Wash to improve biosecurity;
  - The development of a cotton gin in Condobolin to take advantage of the region's growing cotton industry and reduce the supply chain cost for cotton manufacturing;
- Upgrade and develop infrastructure and transport networks which includes all utilities;
- Encourage the development of a natural gas pipeline to Condobolin;
- Upgrade and develop regional water security infrastructure, which includes:
  - Lachlan Condobolin Borefields Stage 2 project
  - Merri Abba bores and transfer pipeline
  - Pipeline upgrades throughout the region
  - Installation of smart-metering
- Upgrade and develop regional community development infrastructure projects. A number of projects are currently listed for Parkes and Forbes but there are no projects currently listed for the Lachlan Shire
- Upgrade and maintain regional transport networks, including:
  - Raise the road level on Gipps Way and Lachlan Valley Way;
  - Gipps Way widening between Condobolin and West Wyalong;
  - Henry Parkes Way Condobolin Regional Upgrade, an important regional artery particularly important for smaller towns
  - Development of truck stop facilities throughout the region as they are vital for commodity routes;
  - Upgrade bridges and safeguard rail crossings on State and regional roads;
- Develop infrastructure that unlocks the region for tourists, including:
  - Upgrade of Gum Bend shared path
  - Upgrade of Lake Cargelligo Oval
  - Development of the "Somewhere Down the Lachlan" sculpture trail

The current strategy, in relation to regional transport, states:

*"The Great Western Highway and Bells Line of Road are the only two roads that go over the Blue Mountains main means of accessing Sydney and Port Botany. Maintenance and upgrade works should receive full support as a transport link of trans-regional significance."*

*Capitalise on the Inland Rail to improve freight access options: The Inland Rail is a key infrastructure project that needs to be capitalised on, as it will reduce freight transit times and costs between Melbourne, Brisbane, Newcastle and Adelaide. The project will act as a catalyst for flow-on effects to businesses and reduce road freight congestion.”*

The importance of the RED and the content of the RED is evidenced by the number of projects (identified above) that have been funded by either the NSW or Federal Government through grant programs. A great deal of importance is placed on the RED and so it is important to ensure it covers the needs of the Lachlan Shire LGA.

In 2021, the NSW Government released a refreshed 20 Year Economic Vision for Regional NSW. The NSW Government believes that this refreshed strategy accounts for unfolding events, including drought, natural disasters and the COVID 19 pandemic.

The NSW Government now wants to update the REDs to provide an updated analysis for every FER and highlight updated priorities.

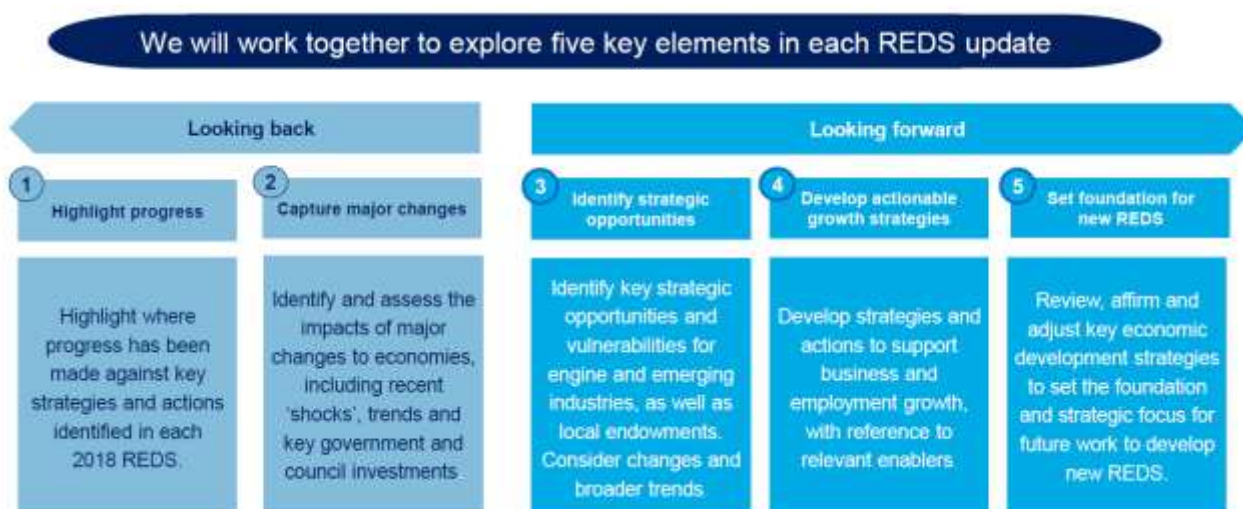
**ISSUES AND COMMENTS**

The scope of the RED update has been outlined by the NSW Government as follows:

Issue	2022 Update
<b>Purpose</b>	<ul style="list-style-type: none"> <li>Confirm strategic direction and priorities given unfolding events and trends.</li> </ul>
<b>Focus</b>	<ul style="list-style-type: none"> <li>Highlight significant investments, achievements, opportunities and challenges.</li> </ul>
<b>Evidence</b>	<ul style="list-style-type: none"> <li>Draw on available public and private data points e.g. DPE population projections.</li> <li>Collecting local data (both qualitative and quantitative) from councils, businesses and organisations</li> </ul>
<b>Geography</b>	<ul style="list-style-type: none"> <li>Use the existing FER map, conscious of other initiatives e.g. 6 Cities Strategy</li> </ul>
<b>Strategic value</b>	<ul style="list-style-type: none"> <li>Reflect current contexts and priorities.</li> <li>Improve alignment with local and State plans and strategies.</li> <li>Fill critical gaps, such as recognising the importance of Aboriginal economic inclusion and prosperity.</li> </ul>

Serious concern is raised with the use of DPE population projections to create a future economic development strategy for our region, given that the projections do not appear to reflect what is happening in reality. It is unclear why the NSW Government is not waiting for the Census data which is expected to be released this year.

The NSW Government have said that they will update the RED by following the five elements outlined below:



The NSW Government have also said that the timeline for the update will be as follows:





Council can make a submission on the update to the RED, with online submissions closing on 10 June 2022. It is recommended that a submission is made which outlines Council’s concerns over the use of the DPE population projections and which also outlines the local endowments, specialisations (industries) and enablers or key actions required for the Lachlan Shire to thrive.

The submission should also:

- emphasise the lack of communications infrastructure in our Shire and why this is impacting not only economic development but also the safety of our community and will also influence the tourism sector as well;
- discuss the potential warehousing and logistics centre in Condobolin for which a business case is currently being prepared;
- in terms of the gas pipeline, request that this service all of Condobolin and not just mining operations;
- specify that a new water treatment plant and sewage treatment plant for Condobolin is required as a key element;
- specify that a designated area migration agreement (DAMA) for the Mid-Lachlan region is required;
- refer to the need to upgrade Foster Street in Lake Cargelligo and Bathurst Street in Condobolin;
- discuss the urgent attention required for medical facilities/services throughout the Shire;
- discuss education and the missing middle (university and TAFE options) in the Lachlan Shire. Specifically, more targeted approaches to training and increased subsidisation of the courses to ensure that the economic outputs don’t decide whether courses are run or not;
- discuss housing affordability and availability and the need to unlock the impediments to growth (e.g. crown land, etc.);
- discuss the sculpture trail and the development of the Visitor Information Centre in Condobolin. Possible expansion opportunities to the trail (e.g. to Lake Cargelligo, etc.); and
- discuss the need to improve facilities in and around the Shire’s waterways including Lake Cargelligo, Gum Bend Lake and the Lachlan River.

**FINANCIAL AND RESOURCE IMPLICATIONS**

There are no immediate financial or resource implications and the review/participation in the RED update process will be undertaken within Council’s existing budget. The updated RED could have

significant financial and resource implications on Council as the content of the RED informs the NSW Government's financial decisions.

### **LEGAL IMPLICATIONS**

There are no legal implications to report at this time.

### **RISK IMPLICATIONS**

There is a risk that the Mid-Lachlan RED will not reflect Council's requirements, should Council decide not to lodge a submission or participate in the update process. There is also a risk that Council may not receive necessary funding in future grant opportunities if the revised RED does not incorporate Council's requirements.

### **STAKEHOLDER CONSULTATION**

As outlined in the body of this report, the closing date for online submissions is 10 June 2022.

### **OPTIONS**

1. Decide to lodge a submission to the update of the RED, including the points outlined above, as well as any other matters which Council decides to raise.
2. Decide not to lodge a submission to the update of the RED.

### **CONCLUSION**

The NSW Government is preparing an update to the Mid-Lachlan RED and is accepting on-line submissions until the 10 June 2022. The current RED is outdated and does not reflect the future aspirations of the Shire. It is recommended that Council participate in the review process and lodge an on-line submission which includes the matters raised within this report.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2 Strong effective and Responsive Council

### **ATTACHMENTS**

Nil

#### **RECOMMENDATION**

That

1. The Director of Environment, Tourism and Economic Development Report No. R22/110 be received and noted.
2. That the Director of Environment, Tourism and Economic Development prepare and lodge an on-line submission to the Regional Economic Development Strategy Update Process, which includes the matters outlined within this report.

**9.3 DEVELOPMENT DATA APRIL 2022**

**TRIM Number:** R22/117

**Author:** Manager- Town Planning

**PURPOSE**

This report is to provide Council with information in relation to development activity occurring within the Shire during April 2022.

**SUPPORTING INFORMATION**

Development Application Data.

**BACKGROUND**

During the month of April 2022 there was (1) application lodged with a value totalling \$14,080. Five (5) approvals were issued within this time.

***Development Applications and Complying Development Certificates Approved in April 2022.***

<b>Approval Number</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>	<b>Delegated Authority/Council</b>
DA 2021/47	Transitional Group Home	64-68 William Street, Condobolin	\$800,785	Council
DA 2022/02	Construction of Shed (Outbuilding)	25 Turner Street, Condobolin	\$20,000	Delegated Authority
DA 2022/09	Installation of Moveable Dwelling and Construction of Shed (Outbuilding)	20 Townsend Street, Lake Cargelligo	\$300,000	Delegated Authority
DA 2022/11	Demolition of Dwelling	16 Townsend Street, Lake Cargelligo	\$40,000	Delegated Authority
DA 2022/14	Demolition of Dwelling	88 Orange Street, Condobolin	\$14,080	Delegated Authority
<b>TOTAL</b>	<b>5</b>		<b>\$1,174,865</b>	

***Comparison to Previous Year: Applications Approved April 2021***

Total **Number** of Applications **approved in April 2021:** 1

Total **Value** of Applications **approved for April 2021**: \$14,000

***Development Applications and Complying Development Certificates Received in April 2022***

<b>Development Identifier</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>
DA 2022/14	Demolition of Dwelling	88 Orange Street, Condobolin	\$14,080
<b>TOTAL</b>	<b>1</b>		<b>\$14,080</b>

***Comparison to Previous Year: Applications Received April 2021***

Total Number of Applications **received in April 2021**: 3

Total Value of Applications **received for April 2021**: \$338,000

***Processing Times for Approvals***

A total of fifty-eight (58) approvals have been issued this financial year at an average of 34 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**

No foreseeable issues.

**RISK IMPLICATIONS**

All applications have been assessed 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 \$16,860,727 for applications approved in the 2021/2022 financial year.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

Build Civic Leadership and Pride

Community Strategic Plan - 4.2 Strong Effective Responsive Council.



**ATTACHMENTS**

Nil

**RECOMMENDATION**

That:

The Director Environment, Tourism and Economic Development Report No. R22/117 be received and noted.

## 9.4 DA2021/63 - ALTERATIONS AND ADDITIONS TO RAILWAY HOTEL INCLUDING EXTENSION TO STREET VERANDAH

**TRIM Number:** R22/118

**Author:** Manager- Town Planning

<b>Applicant</b>	Kim M Jones
<b>Proposal</b>	DA2021/63 - Alterations and additions to pub including street verandah and refurbishment of existing patio
<b>Land Details</b>	Railway Hotel - 44-46 Molong Street, Condobolin, Lot 1 in DP 1135785 and part Molong Street road reserve.
<b>Owner</b>	Kim M Jones
<b>Exhibition/Notification</b>	29 November 2021 and 13 December 2021
<b>Number of Submissions</b>	None (0)
<b>Zoning</b>	RU5 Village – LLEP 2013
<b>Total Value of Works</b>	\$25,000
<b>List of all relevant S4.15(1)(a) matters</b>	Refer to attached assessment report
<b>Political Donations</b>	None disclosed
<b>Reason for referral to Council</b>	Request of Council per Resolution 2021/60
<b>Recommendation</b>	Approval subject to conditions – see attached Assessment Report

### PURPOSE

The purpose of this report is to seek Council's determination of a Development Application (DA) which seeks approval for alterations and additions to the Railway Hotel including the extension of the existing street verandah over part of the Molong Street road reserve, on Lot 1 in DP 1135785, known as 44-46 Molong Street, Condobolin.

### SUPPORTING INFORMATION

Development Application Assessment Report

Recommended Conditions of Consent

Plans of the Proposed Development

### BACKGROUND

A report (R21/63) was presented to the Ordinary Meeting of Council on 24 March 2021, following a request from the owner of the Railway Hotel for land owners consent from Council, for the lodgement of a Development Application, which included works within the Molong Street Road Reserve. Council resolved (Resolution No. 2021/60) that;

1. *The General Manager Report No. R21/62 be received and noted.*
2. *Council provide land owners consent for the Development Application for that part of the proposed development located within the Molong Street road reserve.*
3. *A further report be presented to Council for determination of the Development Application, if the proposal continues to utilise part of the road reserve for the development.*

DA2021/63 seeks approval to undertake works at the Railway Hotel to extend the existing verandah over the footpath/road reserve and refurbish the existing covered beer garden, forming part of the Railway Hotel at 44-46 Molong Street, Condobolin. The proposed development fronts Molong Street at the northern elevation. Figure 1 below outlines the site location.



**Figure 1 – Site Location**

The development represents an extension and improvement to the existing development including:

- Street Verandah extension of 9 metres x 3 metres fronting Molong Street, of bullnose style with steel posts.
- Partial raising of the footpath below the proposed verandah including retaining wall.
- Removal of two (2) existing detached skillion roofs over outdoor area and replacement with a single roof extension.



**Figure 2 – Proposed Elevation**

Plans, outlining the extent of the works, can be found in **Attachment 3** to this report.

## ISSUES AND COMMENTS

The street verandah will extend to a maximum of 3 metres into the road reserve in-line with the existing verandah, leaving an unencumbered area between it and the kerb of 2.2 metres.

The extension to the street verandah over the road reserve is in keeping with the existing development, including the street verandah which was approved by Council under DA2008/55. There will be visual improvements to the streetscape and overall the proposed works are considered minor in nature. Relevant conditions are proposed to manage the use and licensing of the area. This will ensure compliance with relevant legislation, Council policies and ensure the development does not unreasonably or detrimentally impact on neighbouring properties.

All other Development Application issues and matters have been assessed in accordance with the relevant legislation, including the Environmental Planning and Assessment Act 1979. A detailed assessment of these, can be found in **Attachment 2** to this report.

## FINANCIAL AND RESOURCE IMPLICATIONS

The assessment and determination of the DA has all been carried out utilising the existing operational budget.

## LEGAL IMPLICATIONS

Verandahs built over public footways/road reserves are regulated under the following:

- Roads Act 1993 (Roads Act)
- Environmental Planning and Assessment Act 1979 (EPA Act)
- Local Government Act 1993 (LG Act)

The application has been assessed in accordance with the relevant legislation, including the Environmental Planning and Assessment Act 1979. There are no legal implications to report at this time. Should Council decide to refuse the Application, sufficient planning grounds would need to be provided.

## RISK IMPLICATIONS

There are no risk implications to report at this time.

## STAKEHOLDER CONSULTATION

In accordance with the requirements of Council's Community Participation Plan, the proposed development was placed on public exhibition between 29 November 2021 and 13 December 2021. This included notification letters to surrounding properties and a notice on Council's website with supporting documentation. No (0) submissions were received during this period.

## OPTIONS

1. Council resolve to approve the DA, subject to the recommended conditions, including granting the verandah extension over the public footway/road reserve.
2. Council resolve to refuse the DA, and provide reasons for the decision.
3. Council resolve to defer the DA, and provide reasons for the decision.

## CONCLUSION

DA2021/63 seeks approval for Alterations and Additions to the Railway Hotel at 44-46 Molong Street, Condobolin.

The purpose of this report is to seek Council's determination of the DA including the granting of approval to extend the existing verandah over the public footway/road reserve.

The DA has been assessed by Council staff and is recommended for approval, subject to conditions.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2 Strong effective and Responsive Council

**ATTACHMENTS**

1. **Development Application Assessment Report** [↓](#)
2. **Recommended Conditions of Consent** [↓](#)
3. **Plans of Proposed Development** [↓](#)

**RECOMMENDATION**

That:

1. The Director of Environment, Tourism and Economic Development Report No. R22/118 be received and noted.
2. Council resolve to approve DA2021/63 in accordance with the Recommended Conditions of Consent provided in Attachment 2, including consent for the street verandah extension over the footway/road reserve.

**1. Background**

**a. Context**

The development site falls within the Condobolin Township. The site lies to the north of the centre of town and is known as the Railway Hotel.

The site is zoned RU5 – Village, under *Lachlan Local Environmental Plan 2013*.

The development site is surrounded by residences to the south and east, public open space to the north and a service station to the west. The current premises comprises two single level buildings, being a pub and hotel accommodation.

**b. Site Description**

The subject site is legally described as Lot: 1 DP: 1135785 Condobolin and is known as 44-46 Molong Street, Condobolin, with a total area of approximately 3,362 square metres. The site is at the northern end of Denison Street and is on the corner with Molong and Oxley Streets.

The site currently has a number of existing buildings and has internal vehicle parking areas. There are two vehicle accesses to the site via Molong Street and Dennison Street. Figure 1 below outlines the site location.



**Figure 1 – Site Location**

**c. The Proposal**

The proposal is for Alterations and Additions to an existing pub.

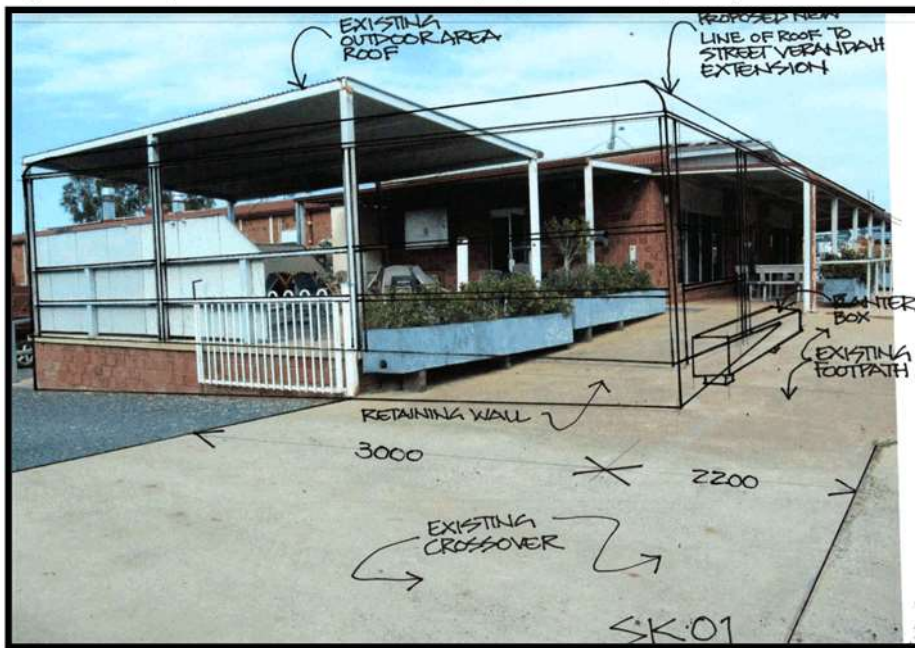
The development represents an extension and improvement to the existing development including:



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- Street Verandah extension 9 metres x 3 metres fronting Molong Street, of bullnosed style with steel posts to match existing.
- Partial raising of the footpath below the proposed verandah including retaining wall.
- Removal of two (2) existing detached skillion roofs over outdoor area and replacement with single bullnosed roof with opening to fit design.

Figure 2 below provides an elevation of the proposed development;



**Figure 2 – Proposed Elevation**

**Property Attributes**

Property attributes detail the characteristics and any restrictions on the property.

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Table 1 below outlines the property attributes of the development site.

**Table 1 - Property Attributes**

Attribute	Comment
Easements, restrictions or fill affected. List applicable attribute and how dealt with.	Lot: 1 DP: 1135785 The site has no identified easements or restrictions.
Ground Water	Yes – Refer to LLEP 2013 discussion below.
Indigenous Heritage	No – AHIMS search showed no items or areas within 250 metres of the site
Flood Prone under Council's mapping	No
Bushfire Prone under Council's mapping	No
Geotechnical Issues	No
Contamination	No
Council reserves – site adjoins?	No
Improvements:	Two main building and gravel parking areas with main road access.
Current Use:	Pub and Hotel
Prior Determinations:	- DA2008/55: Demolish existing hotel and construct a new hotel and motel complex - DA2014/2: Outdoor area including slab, ramp and roof.
Surrounding Environment:	Predominately residential with a number of businesses in proximity.

**Integrated Development**

The following outlines which other approvals are required which would constitute “integrated development” for the purpose of Section 4.46 of the EP&A Act.

Issue	Yes	No	Issue	Yes	No
Coal Mine Subsidence Compensation Act 2017	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Petroleum (Onshore) Act 1991	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fisheries Management Act 1994	<input type="checkbox"/>	<input checked="" type="checkbox"/>	POEO Act 1997	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Heritage Act 1977	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Roads Act 1993	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mining Act 1992	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Rural Fires Act 1997	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NPWS Act 1974	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water Management Act 2000	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Other Matters for Considerations**

Issue	Yes	No
Is the development Designated Development (check schedule3 of EP&A Regs)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the development Crown Development (check Division 4.6 EP&A Act)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the development for a Concept DA (check Division 4.4 EP&A Act)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the development Regional Development (check SRD SEPP)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>



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Is the development State Significant Development (check SRD SEPP)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the development for an existing use (check Division 4.11 EP&A Act)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**2. Assessment**

**a. Planning Assessment**

The consent authority is required to take into consideration the matters referred to in section 4.15 of the *Environmental Planning and Assessment Act 1979* as are of relevance to the development the subject of the application.

Relevant matters for consideration under s4.15 are:

- *State Environmental Planning Policy (Resilience and Hazards) - 2021;*
- *Lachlan Local Environmental Plan 2013;*
- *Lachlan Development Control Plan 2013;*
- *Lachlan Shire 7.12 Contributions Plan 2015;*
- *Lachlan Shire Community Participation Plan 2019;*
- The likely impacts of the development, including environmental impacts on the natural and built environment and social and economic impacts in the locality;
- The suitability of the site for the development;
- Any submissions made in accordance with the *Environmental Planning and Assessment Act & Environmental Planning and Assessment Regulation (the Regulation)*, and
- The public interest.

**a. Section 4.15(1)(a) The Provisions Of Any Environmental Planning Instrument**

**i. State Environmental Planning Policy (Resilience and Hazards) - 2021**

Chapter 4 Clause 4.6 of the Policy requires Council to consider whether land is contaminated prior to granting consent to the carrying out of any development on that land. Should the land be contaminated, Council must be satisfied that the land is suitable in a contaminated state for the proposed use.

There is no indication that the site has previously been occupied by any use that could have led to contamination of the site. Furthermore, the land is not identified on Councils register of potentially contaminated sites. Accordingly, it is not considered necessary to request any investigation reports on the subject site. The site is considered suitable for the proposal subject to standard conditions.

**ii. Lachlan Local Environmental Plan (LLEP) 2013**

*Part 2 Permitted or prohibited development & Land Use Table*

<b>Development Characterisation</b>	<i>Pub</i> – Alterations and Additions.
<b>Land Use Zone</b>	The site is identified on Land Zoning Map – Sheet LZN_10A as RU5 Village.
<b>Zone Objectives</b>	<ul style="list-style-type: none"> <li>• <i>To provide for a range of land uses, services and facilities that are associated with a rural village</i></li> </ul>

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<b>Land Use Table - Is Proposal Permissible In Zone?</b>	Yes - The existing use is a pub. Alterations and additions to an existing permitted use which has consent is permissible.
<b>Is Proposal Consistent With Zone Objectives? (Clause 2.3(2))</b>	<p>Under clause 2.3(2) of LLEP 2013, the consent authority must have regard to the objectives for development in the zone.</p> <p>The development relates to a use that is seen to fit within a wide range of uses, services and facilities for the village zone and therefore is consistent with the objective for the zone.</p> <p>Compliance with conditions of consent will ensure the development will have minimal adverse effects on other land surrounding permitted land uses, including residential.</p> <p>The development will not undermine land use objective and is considered to be consistent with the zone objective.</p>

Principal Development Standards (Part 4)

<b>Part 4 Principal Development Standards</b>		
<b>Part 4</b>	<b>Local Provisions Applicable To Development And/Or Site</b>	<b>How Does The Development Comply (Where Applicable)</b>

Nil

Miscellaneous Provisions (Part 5)

<b>Part 5 Miscellaneous Provisions</b>		
<b>Part 5</b>	<b>Local Provisions Applicable To Development And/Or Site</b>	<b>How Does The Development Comply (Where Applicable)</b>
<b>Clause 5.10 – Heritage</b>	<p>The objectives of this clause are as follows:</p> <ul style="list-style-type: none"> <li>(a) to conserve the environmental heritage of Lachlan,</li> <li>(b) to conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views,</li> <li>(c) to conserve archaeological sites,</li> <li>(d) to conserve Aboriginal objects and Aboriginal places of heritage significance.</li> </ul>	<p>The site does not contain any listed items and is not located within proximity of any items.</p> <p>The site is also not located within a heritage conservation area.</p> <p>Consequently the proposal is satisfactory with this section including the objectives.</p> <p>A stop works condition has been recommended during works for any unexpected items that may be found during construction works.</p>

Additional Local Provisions (Part 6)

<b>Part 6 Additional Local Provisions</b>		
<b>Part 6</b>	<b>Local Provisions Applicable To Development And/Or Site</b>	<b>How Does The Development Comply (Where Applicable)</b>

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<b>Part 6 Additional Local Provisions</b>		
<b>Part 6</b>	<b>Local Provisions Applicable To Development And/Or Site</b>	<b>How Does The Development Comply (Where Applicable)</b>
<b>Clause 6.1 Earthworks</b>	<p>The objective of this clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.</p> <p>Before granting development consent for earthworks (or for development involving ancillary earthworks), the consent authority must consider the following matters—</p> <p>(a) the likely disruption of, or any detrimental effect on, drainage patterns and soil stability in the locality of the development</p> <p>(b) the effect of the development on the likely future use or redevelopment of the land,</p> <p>(c) the quality of the fill or the soil to be excavated, or both,</p> <p>(d) the effect of the development on the existing and likely amenity of adjoining properties,</p> <p>(e) the source of any fill material and the destination of any excavated material,</p> <p>(f) the likelihood of disturbing relics,</p> <p>(g) the proximity to, and potential for adverse impacts on, any waterway, drinking water catchment or environmentally sensitive area,</p> <p>(h) any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.</p>	<p>Satisfactory – Only minimal earthworks, none of which require approval.</p>
<b>Clause 6.3 – Stormwater</b>	<p>The objective of this clause is to minimise the impacts of urban stormwater on land to which this clause applies and on adjoining properties, native bushland and receiving waters.</p> <p>This clause applies to land in the following zones:</p> <ul style="list-style-type: none"> <li>· <i>Zone RU5 Village</i></li> </ul> <p>Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:</p> <p>a) is designed to maximise the use of water permeable surfaces on the land having regard to the soil characteristics affecting on-site infiltration of water, and</p> <p>b) includes, if practicable, on-site</p>	<p>There are no major changes to the existing arrangements onsite with the development to drain to the street.</p> <p>The proposal, subject to complying with relevant conditions.</p>

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Part 6 Additional Local Provisions		
Part 6	Local Provisions Applicable To Development And/Or Site	How Does The Development Comply (Where Applicable)
	stormwater retention for use as an alternative supply to mains water, groundwater or river water, and c) avoids any significant adverse impacts of stormwater runoff on adjoining properties, native bushland and receiving waters, or if that impact cannot be reasonably avoided, minimises and mitigates the impact.	
<b>Clause 6.7 – Essential Services</b>	Development consent must not be granted for development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required: a. the supply of water, b. the supply of electricity, c. the disposal and management of sewage, d. stormwater drainage or on-site conservation, e. suitable vehicular access.	The site is currently serviced by water, electricity, sewer as well as direct vehicular and pedestrian access services, as required by the clause.  Servicing conditions have been applied as relevant and it is the responsibility of the owner/applicant to upgrade services to the site, at their cost, if required.

b. Section 4.15 (1)(a)(ii) The provisions of any proposed instrument that is or has been the subject of public consultation under *the Act* and that has been notified to the Consent Authority

Nil

c. Section 4.15 (1)(a)(iii) The provisions of any Development Control Plan

**Lachlan Shire Development Control Plan 2018 (LDCP)**

The proposal has been assessed in regard to compliance with the following chapters:

DCP Provision / Objective	Assessment/Compliance
<b>Chapter 1 – Introduction</b>	
<b>1.3 - Land to which this plan applies</b>  This plan applies to all land within Lachlan Shire and subject to Lachlan LEP 2013.	The subject site within the Lachlan Shire and subject to the LLEP 2013.

DCP Provision / Objective	Assessment/Compliance
<b>Chapter 3 – Development</b>	
<b>3.1 – Development on all land</b>	

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DCP Provision / Objective	Assessment/Compliance
<p>This section applies to all land within Lachlan Shire and to all streets and road frontages with the exception of:</p> <ul style="list-style-type: none"> <li>• Lanes in settlements not exceeding 6.5 metres in width, and</li> <li>• Land on which a building is proposed to be erected and being of a class 3, 4, 5, 6, 7 or 8 as defined in the Building Code of Australia.</li> </ul>	<p>The proposal is generally consistent with the aims of this section. As the building is Class 6 of the BCA, the controls of this section do not apply.</p>
<p><b>3.2.3 – Commercial Development in zone RU5 Village</b></p> <p><b>Intent</b>                      Business areas are intended to accommodate the long-term requirements for retailing in the villages and towns.</p> <p>It is also the intention that other business and commercial activities and tourist-oriented services and facilities generally be located in this area. Re-development of existing business areas is encouraged.</p> <p>The aim is to provide a compact intensive and lively shopping environment centred on the main street. Consequently, active frontages to pedestrian ways and streets within business areas are encouraged. Outdoor cafes, display and entertainment areas are also encouraged to create a character of activity and excitement.</p> <p><b>Controls - number of storeys</b>                      · Generally two storeys up to a maximum of three storeys depending on building bulk and site area assessment.                      Special façade treatment is required along the main street</p> <p><b>Controls - parking and access</b>                      · Long-stay parking will be generally provided outside the core area                      · Parking will be provided at the ratio of one space per 100m<sup>2</sup> office floor space (recommend in covering report to council to prepare a contributions plan so that levies may be paid in lieu)                      · Proposed uses are not to be developed beyond the capacity to provide conveniently located short-stay parking                      · Driveways, access ways and car parking areas for commercial development shall be paved with asphaltic concrete, a bitumen seal, paving bricks or coloured patterned concrete</p>	<p>The proposal is consistent with the intent of this section.</p> <p>The proposal is consistent with the maximum height controls of this section.</p> <p>The proposal does not reduce or impact on the existing parking arrangements on-site. Given the minimal nature of the development additional parking is not required.</p>

d. Section 4.15 (1)(a)(iia) The provisions of any Planning Agreement

The subject site does not have a Planning Agreement.

e. Section 4.15 (1)(a)(iv) The provisions of the Regulations

The *Environmental Planning & Assessment Regulation 2000* prescribes certain development consent conditions that form part of the development consent conditions imposed.

- **AS 2601** Australian Standard AS 2601—1991: *The Demolition of Structures*

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Demolition does form part of this application and consent has been applied for.

- **BCA** The development is capable of complying with the *Building Code of Australia* and relevant Australian Standards.

f. Section 4.15 (1)(b) The Likely Impacts Of The Development

The proposal has the potential to result in adverse impacts however those impacts are capable of being mitigated by conditions of consent (e.g. Noise, management of pub and safety) or can be considered to result in minimal impact within reasonable/acceptable limits. There are likely to be no adverse social and economic impacts associated with the proposal.

Noise and Operations

The proposal, as submitted, does not represent a significant intensification to the current use on-site, however will potentially allow for additional people in outdoor areas.

The applicant was requested by Council officers, after initial assessment, to provide a noise impact assessment, to support the proposal given the proximity to adjoining/surrounding residential properties, ensuring that it would be consistent the Industrial Noise Guidelines of the Environment Protection Authority (EPA). The applicant's consultant responded stating that a noise impact assessment was not necessary due to the minor nature of the development.

Council officers have considered the response in detail and are generally satisfied that proposed measures, in lieu of the noise impact assessment prior to determination will suffice.

The measures are captured through recommended conditions of consent;

1. Noise Impact Assessment by a qualified acoustic engineer subject to verification of noise complaints and completion of recommended mitigation measures.

It is noted that there was no submissions made during public notification of the DA and there is not a record of any noise complaints being made to Council regarding the existing operations.

Standard construction noise and other impact conditions have been recommended. Other relevant conditions have been imposed to ensure noise matters are adhered to during use.

Parking, Access, Transport and Traffic

The site contains a vehicle accesses which will not be impacted by the proposal. Therefore the development is unlikely to have a detrimental impact on the street, locality or any other relevant consideration.

Streetscape

The extension to the street verandah over the road reserve is in keeping with the existing development, including the street verandah which was approved by Council under DA2008/55. There will be visual improvements to the streetscape and overall the proposed works are quite minimalistic.

Safety, Security and Crime Prevention

The proposal has generally been designed to provide acceptable CPTED outcomes through relevant design features including:

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- good visual surveillance of building perimeters, pedestrian accessways and thoroughfares, and vehicle parking areas and accessways; and
  - 'non-concealment' building and landscaping design;
- Security lighting will need to be designed in accordance with AS/NZS 1680.2.1:2008-Interior and workplace lighting.

g. Section 4.15 (1)(c) The suitability of the site for the development

The subject development site is suitable for the development. There are no physical impediments to the proposal that cannot be overcome by the imposition of suitable development conditions. The existing use of the site has not raised concerns and the minor changes proposed in the development to a permitted is suitable.

h. Section 4.15 (1)(d) Any submissions

This application was notified for a period of 14 days in accordance with the requirements of the Lachlan Community Participation Plan between 29 November 2021 and 13 December 2021. This included notification letters being sent to surrounding properties and a notice on Council's website with supporting documentation. No submissions were made during this period.

i. Section 4.15 (1)(e) The public interest

The public interest is a broad consideration relating to many issues which the development has generally satisfied.

The proposal will provide orderly economic development of the land to provide improvements to an existing use in the village zone of the local government area. The proposed development is generally consistent with the relevant statutory requirements and planning objectives.

The application is not expected to have any unreasonable impacts on the environment or the amenity of the locality, with noise related and operational matters controlled by conditions. It is considered appropriate with consideration to the zoning and the character of the area and is therefore considered to be in the public interest.

Accordingly, development consent of this proposal will not undermine the public interest subject to appropriate conditions being imposed on any development consent.

### **3. Consultations**

#### **a. Council Referrals**

The application was referred to a number of Council internal referral teams. Where required, conditions have been recommended and imposed by the technical assessments.

No external agencies comments were required.

#### **b. Political Donations Disclosure**

Under Section 10.4(4) of the *Environmental Planning and Assessment Act, 1979* (the Act), a person who makes a relevant planning application to Council is required to disclose any reportable political donations and gifts made by any person with a financial interest in the application within the period commencing two years before the application is made and ending when the application is determined, including:

- a. all reportable political donations made to any Councillor of this Council
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- b. all gifts made to any Councillor or employee of this Council.

**Note:** Section 10.4(1) of the Act states 'political donations or gifts are not relevant to the determination of any such planning application and the making of political donations or gifts does not provide grounds for challenging the determination on any such planning application'.

The Disclosure Statement received by Council indicates that no reportable donations or gifts have been made.

#### **4. Other Matters for Consideration**

##### **a. Biodiversity Conservation Act**

The subject site is void of any sensitive vegetation and is not located on the Biodiversity Values Map. The site is also not known to have any threatened species or ecological communities. A Biodiversity Development Assessment Report (BDAR) is not required for these reasons.

##### **b. Lachlan Shire 7.12 Contributions Plan 2015**

Council's Section 7.12 Contributions Plan applies to all applications for development consent. Pursuant to Council's Section 7.12 Contributions Plan, development with a proposed cost less than \$100,000 is not subject to a development contribution.

#### **5. Conclusion**

The proposal has appropriately addressed the provisions of Lachlan Local Environmental Plan (LLEP 2013). The proposal is also consistent with the applicable provisions of the relevant state policies.

With respect to the street verandah extension, the proposed development has demonstrated that it meets all relevant requirements, will be an improvement to the streetscape, functionality of the site and it should be supported.

In conclusion, the proposal is permitted with consent, is consistent with the objectives of the zone and where necessary conditions have been recommended such as to offset any adverse impacts.

Based on the assessment above, where there are no outstanding issues, it is recommended that DA No. 2021/63 be approved.

#### **6. Recommendation**

That Council approve DA No. 2021/63, for the Alterations and Additions to Existing Pub including Verandah Extension over part of the Molong Street footway/road reserve - at Lot: 1 DP: 1135785 44-46 Molong Street, Condobolin, subject to the recommended conditions of consent in **Attachment 2**.

END OF REPORT

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**Attachment 2 – Recommended Conditions of Consent**  
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**Attachment 2 – Recommended Conditions of Consent**

**ADMINISTRATIVE CONDITIONS**

**1. Prescribed Conditions**

This development consent is subject to the prescribed conditions made under the *Environmental Planning & Assessment Regulation 2000*.

**2. Development in Accordance with Plans and Documents**

The development must be in accordance with the following approved Development Application plans and documents as endorsed by Council's stamp. Where there is an inconsistency between the approved plans/documentation and conditions of consent, the conditions of consent take precedence to the extent of the inconsistency.

**3. Construction Certificate & PCA Notification**

Before any site works, building or use is commenced, the person having the benefit of the development consent must:

- a. obtain a Construction Certificate from Lachlan Shire Council or other accredited certifier, and
- b. appoint a Principal Certifying Authority.

**4. Building Code of Australia**

All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force of the date the application for the relevant Construction Certificate was made).

**PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE**

**5. Structural Engineering Design and Report**

The following structural information must be provided to the Certifying Authority for approval prior to Issue of Construction Certificate:

- a. structural engineers design for the verandah extension complying with:
  - I. Australian Standard 1170.0 – Structural Design Actions – General Principles,
  - II. Australian Standard 1170.1 – Structural Design Actions – permanent, Imposed and other Actions,
  - III. Australian Standard 1170.2 – Structural Design Actions – Wind Actions.
- b. structural engineer's design for all reinforced concrete footings and slabs,
- c. structural engineers report stating the structural adequacy of the existing verandah,
- d. manufacturer's specifications for any patented construction systems.

**6. Long Service Levy**

The Long Service Levy must be paid prior to the issue of the Construction Certificate for work exceeding a value of \$25,000.00.

**Note:** This is a levy imposed by the NSW Government and administered by the Long Service Payments Corporation for the purpose of long service payments to building and construction workers.

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**PRIOR TO COMMENCEMENT OF WORKS****7. Construction Certificate Requirements**

Prior to commencement of work, the person having the benefit of the Development Consent:

- a. Shall appoint a Principal Certifying Authority (PCA).
- b. Shall ensure a Construction Certificate is issued by the PCA.
- c. Shall notify Council of their intention to commence the site works, at least two days prior to commencement of work.

Where Lachlan Shire Council is nominated as the Principal Certifying Authority, the following requirements shall be satisfied before the commencement of work:

- a. The LSC Principal Certifying Authority Service Agreement shall be completed and signed by the applicant.
- b. The LSC Notice of Commencement of Building Works and Appointment of Principal Certifying Authority shall be completed and issued to Council at least two days before undertaking any work in accordance with the Construction Certificate.
- c. Terms and conditions of the LSC Principal Certifying Authority Service agreement shall be satisfied.

**8. Sediment & Erosion Controls**

Erosion and sediment control devices must be maintained throughout the entire construction phase of the development until the site is stabilised such that sediment will not be washed into the stormwater system during heavy rainfall.

**9. Section 68 Approval**

A Section 68 Approval must be obtained by a Licensed Plumber and Drainer prior to any sewer or stormwater work being carried out on the site. Plans must be supplied for assessment and approval as part of the s68 application and must indicate that pipe and pit sizing meets the requirements of AS3500 and the Plumbing Code of Australia. Further, a final inspection must be carried out upon completion of plumbing and drainage work prior to occupation of the development.

**10. Section 138 Approval**

A Section 138 Approval must be obtained prior to any physical works within Council's road reserve such as (but not limited to) you will need to obtain approval in writing from Council's Infrastructure Services Director or delegate.

The following information may need to be provided:

- a. detailed drawings of the proposed works in the road and footpath area,
- b. provision of public risk insurance and,
- c. details of timing and length of works.

**11. Utility Arrangements**

Arrangements are to be made with utility authorities in respect to the services supplied by those authorities to the development. The cost associated with the provision or adjustment of services within the road and footway areas is to be at the developer's expense.

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## 12. Fencing

Prior to the commencement of any work, security fencing shall be installed around the perimeter of the site to a minimum height of 1.8 metres and in compliance with AS4687 Temporary Fencing and Hoardings and any other applicable WorkCover Guidelines. The fencing must be maintained throughout the demolition phase.

## DURING WORKS

### 13. Demolition - WorkCover, AS2601 & Work Health and Safety Act 2011

Demolition work must:

- a. be carried out in accordance with the requirements, of the WorkCover Authority of New South Wales
- b. be carried out in accordance with the Work Health and Safety Act 2011
- c. be carried out by a WorkCover licensed contractor where demolition work involves the removal of any materials containing asbestos, and
- d. be carried out in accordance with the provisions of AS 2601-2001: The Demolition of Structures (or subsequent edition/s).

### 14. Hours of Works

All works that are carried out in accordance with an approved consent that involve the use of heavy vehicles, heavy machinery and other equipment likely to cause offence to adjoining properties shall be restricted to the following hours in accordance with the NSW Environment Protection Authority Noise Control Guidelines:

- Mondays to Fridays, 7am to 6pm
- Saturdays, 7am to 1pm (if inaudible on neighbouring residential premises), otherwise 8am to 1pm
- No work is permitted on Sundays and Public Holidays.

Other construction works carried out inside a building/tenancy and do not involve the use of equipment that emits noise are not restricted to the construction hours stated above.

The provisions of the Protection of the Environment Operations Act, 1997 in regulating offensive noise also apply to all construction works.

### 15. Rubbish and Debris

All building rubbish and debris, including that which can be wind blown, shall be contained on site in a suitable container at all times prior to disposal at Council's Waste Management Centre. The container shall be erected on the building site prior to work commencing.

Materials and sheds or machinery to be used in association with the construction of the building shall not be stored or stacked on Council's footpath, nature strip, reserve or roadway.

**Note:** No building rubbish or debris shall be placed on any adjoining public reserve, footway or road

### 16. Dust Mitigation

Construction activities occurring at the premises must be carried out in a manner that will minimise emissions of dust from the premises.

**17. Maintenance of Erosion & Runoff Controls**

The soil and water management controls must be maintained at all times and checked for adequacy daily. The controls must not be removed until the development is completed and the disturbed areas have been stabilised.

Maintenance must include but is not limited to ensuring:

- a. all sediment fences, sediment traps and socks are properly placed and are working effectively
- b. drains, gutters and roads must be maintained clear of sediment at all times.

It is an offence under the *Protection of the Environment Operations Act 1997* to allow soil or other pollutants to fall or be washed into any waters or be placed where it is likely to fall or be washed into any waters. Substantial penalties may be issued for any offence.

Any excavated soil to be disposed of offsite must be assessed by a suitably qualified consultant in accordance with the *Waste Classification Guidelines, Part 1: Classifying Waste (EPA 2014)* to inform appropriate disposal. All waste requiring offsite disposal must be taken to a licenced waste facility.

**18. Inspections**

The applicant is to obtain a Compliance Certificate from Council or an accredited certifying authority, certifying compliance with the Building Code of Australia, and any other relevant conditions of consent for the stages of construction listed in column 1. For the purpose of obtaining the compliance certificate the work must be inspected by an accredited certifying authority at the time specified in column 2.

	Column 1	Column 2
<b>A</b>	<b>Footings</b>	When the footings have been excavated and all steel reinforcement has been placed in position.
<b>B</b>	<b>Slab</b>	When reinforcement steel has been placed in position in any concrete slab, irrespective of whether the slab is suspended, on the ground, or on fill.
<b>C</b>	<b>Wall Frame</b>	When the wall frame has been constructed, prior to cladding and hot and cold plumbing completed.
<b>D</b>	<b>Roof Frame</b>	When the roof frame has been constructed, prior to sheeting.
<b>E</b>	<b>External drainage</b>	When all external plumbing work is installed and prior to concealment.
<b>F</b>	<b>Final</b>	Prior to occupation of the building.

**19. Surface Waters**

The land surrounding any structure must be graded to divert surface water to the street and clear of existing and proposed structures and adjoining premises.

**20. Licensed Plumber**

All plumbing and drainage work shall be carried out by a licensed plumber and drainer and to the requirements of AS/NZS 3500 and the National Plumbing Code of Australia (Volume 3 of the NCC).

**Note 1:** Notice of Work is to be issued to the Council no later than 2 business days before the work concerned is carried out.

**Note 2:** A Certificate of Compliance for the plumbing and drainage work identified in Colum 1 at the times specified in Colum 2 must be obtained from Council:

	Column 1	Column 2
<b>A</b>	<b>Stormwater Drainage</b>	When all external stormwater drainage work is installed and prior to concealment.
<b>B</b>	<b>Final</b>	Prior to occupation of the building or structure.

**Note 3:** Sewer Diagram is to be issued to the Council and the owner of the land or the owner's agent, on completion of the final inspection.

**21. Earthworks**

Earthworks (including any structural support or other related structure for the purposes of the development):

- a. must not cause a danger to life or property or damage to any adjoining building or structure on the lot or to any building or structure on any adjoining lot, and
- b. must not redirect the flow of any surface or ground water or cause sediment to be transported onto an adjoining property, and
- c. retained material must have a gradient of at least 5%

**22. Contamination – Unexpected Finds Protocol**

Should any contamination or suspect material be encountered during site preparation, earth works, construction or any other stage of the development, works must cease immediately, and a suitably qualified consultant engaged to conduct a thorough contamination assessment and provide recommended management actions to guide the management of any contamination onsite. Council must be notified if this protocol is required to be enacted.

**23. Cultural Heritage Stop Work Protocol**

A stop work protocol must be implemented for any potential heritage items found during excavation including ceasing work immediately if any Aboriginal objects are found/uncovered, secure the site and inform Office of Environment and Heritage and Lachlan Shire Council immediately.

**PRIOR TO OCCUPATION/USE**

**24. Occupation Certificate**

An Occupation Certificate is to be obtained pursuant to Section 6.9 of the Environmental Planning and Assessment Act 1979, from the Principal Certifying Authority on completion of all works and prior to the occupation/use.

The "Final Occupation Certificate" shall not be issued if any conditions of this consent, but not the conditions relating to the operation of the development, are outstanding.

A copy of the Occupation Certificate and all necessary documentation supporting the issue of the Certificate is to be submitted to Lachlan Shire Council, if Council is not the Principal Certifying Authority.

**25. Survey Certificate Confirming Setbacks**

A survey certificate prepared by a registered surveyor must be submitted to the Principal Certifying Authority prior to Occupation Certificate to confirm that the development is constructed at the approved location.

- 6 -

**26. Building - Fire Safety Certificate before Use**

In accordance with Clause 153 of the *Environmental Planning and Assessment Regulation 2000*, prior use, the owner must cause the issue of a Final Fire Safety Certificate in accordance with Clause 170 of the aforesaid Regulation. The Fire Safety Certificate must be in the form or to the effect of Clause 174 of the *Environmental Planning and Assessment Regulation, 2000*. In addition, in relation to each essential fire or other safety measure implemented in the building or on the land on which the building is situated, such a Certificate is to state:

- a. That the measure has been assessed by a person (chosen by the owner of the building) who is properly qualified to do so.
- b. That as at the date of the assessment the measure was found to be capable of functioning at a standard not less than that required by the attached Schedule.
- c. A copy of the certificate is to be given (by the owner) to the Commissioner of Fire & Rescue NSW and a further copy is to be displayed in a frame and fixed to a wall inside the buildings main entrance.

**DURING USE****27. Fire Safety**

The owner must submit to Council and the NSW Fire Brigade an Annual Fire Safety Statement, each 12 months, commencing within 12 months after the date on which the initial Interim/Final Fire Safety Certificate is issued or the use commencing, whichever is earlier.

**28. Noise Impact**

Should Council receive substantiated noise complaints and/or establish that the operation of the premises is creating unreasonable noise emissions as set out in the Environment Protection Authority's EPA's *Noise Policy for Industry (2017)* the owner/operator shall engage a suitably qualified acoustic engineer to provide a noise impact assessment to Council.

The owner/operator must provide the assessment within one (1) month from the date of Council's request in writing. Any mitigation measures recommended by the acoustic engineer in the noise impact assessment must commence following written advice from Council. Alternatively Council may engage a suitably qualified acoustic engineer to measure noise emanating from the property and to recommend appropriate action. The cost of such appointment and associated work shall be borne by the licensee, who shall also ensure the recommendations of the acoustic consultant are implemented.

A validation report must be provided to Council, in the timeframe as directed by Council in writing, stating that all mitigation works recommended have been satisfactorily completed.

**29. Street Furniture**

No approval is granted as part of this application for the placement of temporary or permanent furniture outside the property boundary.

**30. Use of Footway**

Consent under Section 125 of the *NSW Roads Act 1993* (Roads Act) is required before using the footway under the verandah for food and drink purposes.

- 7 -

**31. Amenity - General**

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.

**32. Removal of Graffiti**

The owner/ manager of the site must be responsible for the removal of all graffiti from the building within 48 hours of its application.

**33. Public Liability**

The owner of the verandah which projects over public footway must hold appropriate public liability insurance to a minimum value of \$20 million at all times. Confirmation of this insurance must be provided to Lachlan Shire Council on request.

**34. Offensive Noise**

The use and occupation of the premises including all plant and equipment shall not give rise to any 'offensive noise' as defined under the Protection of the Environment Operations Act 1997 and shall comply with the Noise Policy for Industry (2017) (as amended).

**35. Outdoor Lighting**

Outdoor lighting must comply with AS 4282-1997: Control of the obtrusive effects of outdoor lighting. The maximum luminous intensity from each luminaire must not exceed the Level 1 control relevant under Table 2.2 of AS 4282. The maximum illuminance and the threshold limits must be in accordance with Table 2.1 of AS 4282.

**Prescribed conditions under the Environmental Planning and Assessment Regulation 2000****Compliance with Building Code of Australia and insurance requirements under the Home Building Act 1989**

1. A development consent for development that involves any building work must be issued subject to the following conditions:
  - (a) that the work must be carried out in accordance with the requirements of the *Building Code of Australia*, in force on the date of the application.
  - (b) in the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried out by the certificate commences.

Note: In this condition, a reference to the *Building Code of Australia* is a reference to that Code as in force on the date the application for the relevant complying development certificate is made.

**Erection of signs**

2. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
  - (a) showing the name, address and telephone number of the principal certifying authority for the work, and

- 8 -

- (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
- (c) stating that unauthorised entry to the site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Note: This condition does not apply in relation to building work, subdivision work or demolition work that is carried out inside an existing building that does not affect the external walls of the building.

Note: This condition does not apply in relation to Crown building work that is certified, in accordance with section 109R of the Act, to comply with the technical provisions of the State's building laws.

Note: This condition applies to a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.

Note: Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).5

**Notification of [Home Building Act 1989](#) requirements**

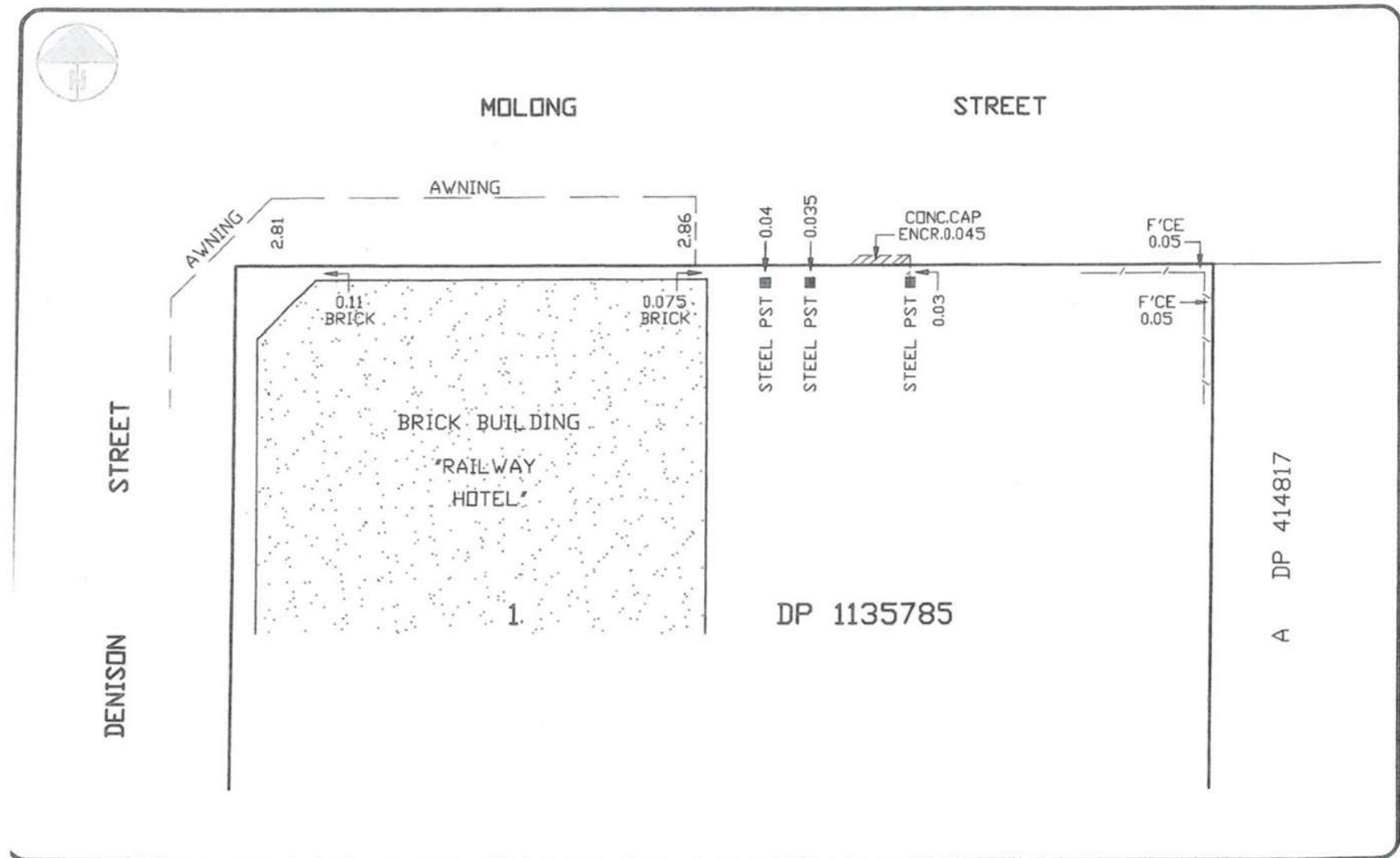
- 3. Residential building work within the meaning of the [Home Building Act 1989](#) must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
  - (a) in the case of work for which a principal contractor is required to be appointed:
    - (i) the name and licence number of the principal contractor, and
    - (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
  - (b) in the case of work to be done by an owner-builder:
    - (i) the name of the owner-builder, and
    - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.
- 4. If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under condition 19 above becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.
- 5. Conditions 3 and 4 do not apply in relation to Crown building work that is certified, in accordance with section 109R of the Act, to comply with the technical provisions of the State's building laws.

**Condition relating to shoring and adequacy of adjoining property**

- 6. Where development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:
  - (a) protect and support the adjoining premises from possible damage from the excavation, and
  - (b) where necessary, underpin the adjoining premises to prevent any such damage.

Note: This condition does not apply if the person having the benefit of the complying development certificate owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.





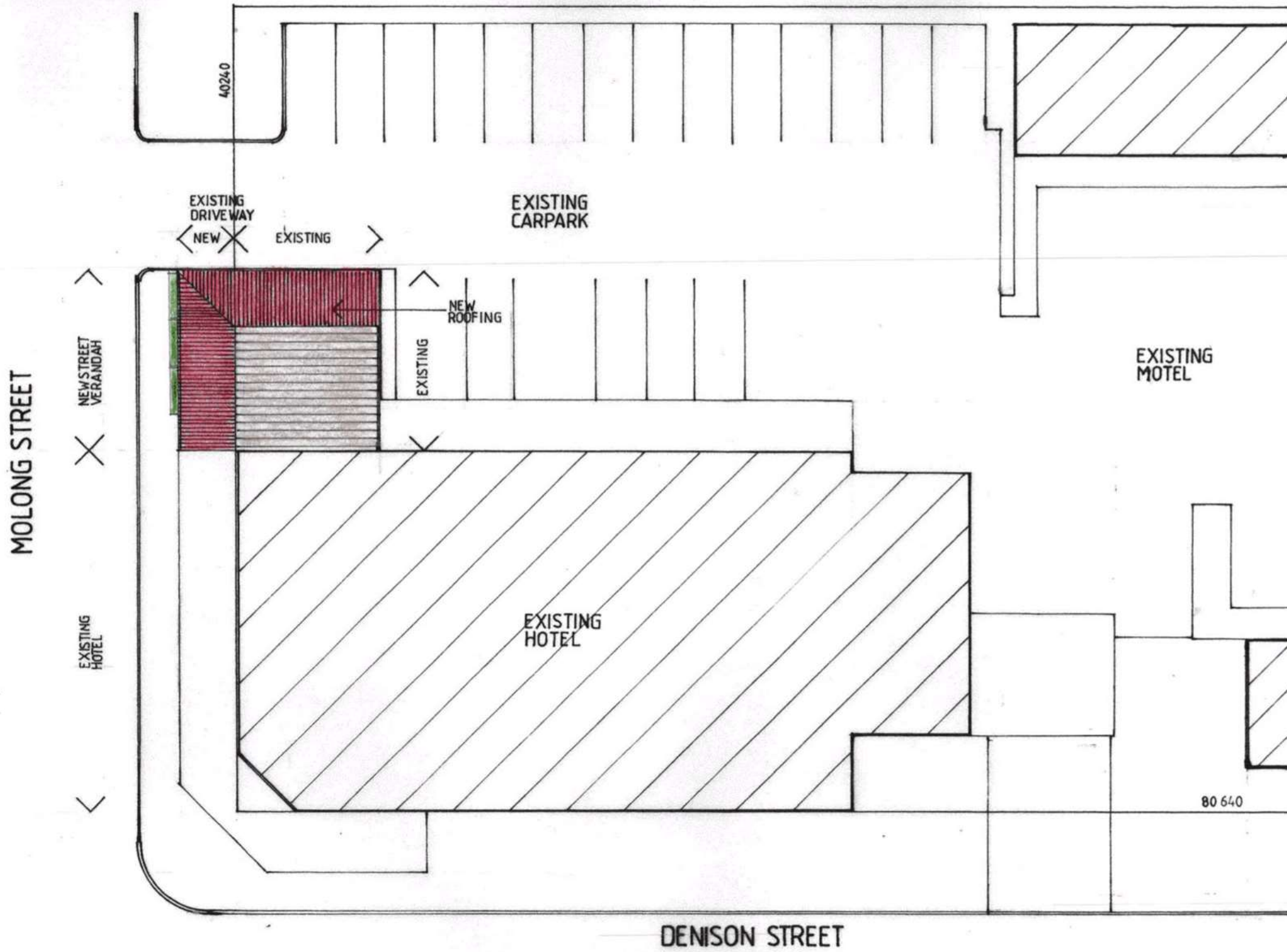
KARL LUPIS  
REGISTERED SURVEYOR  
7 JUNCTION STREET, FORBES.  
P.O. BOX 258, FORBES 2871  
PHONE: (02) 6852 2480

IMPORTANT NOTE  
THIS IS THE SKETCH REFERRED TO IN, AND ANNEXED TO,  
OUR REPORT TO KIM JONES DATED 16/06/2021  
OUR REF: 21/038

-----  
KARL LUPIS  
REGISTERED SURVEYOR, NSW

SCALE 1:200	DATE 16/06/21	REF. 20-038
COUNTY: CUNNINGHAM	F BK: 72/34	
PARISH: CONDOBOLIN	AZIMUTH: MM	
L.G.A: LACHLAN	FILE: LA	

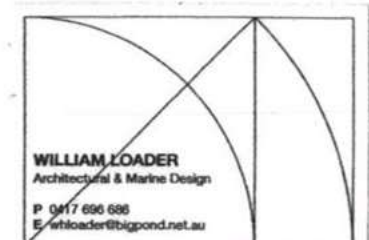
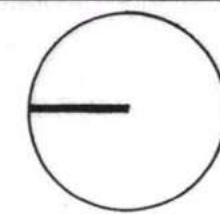




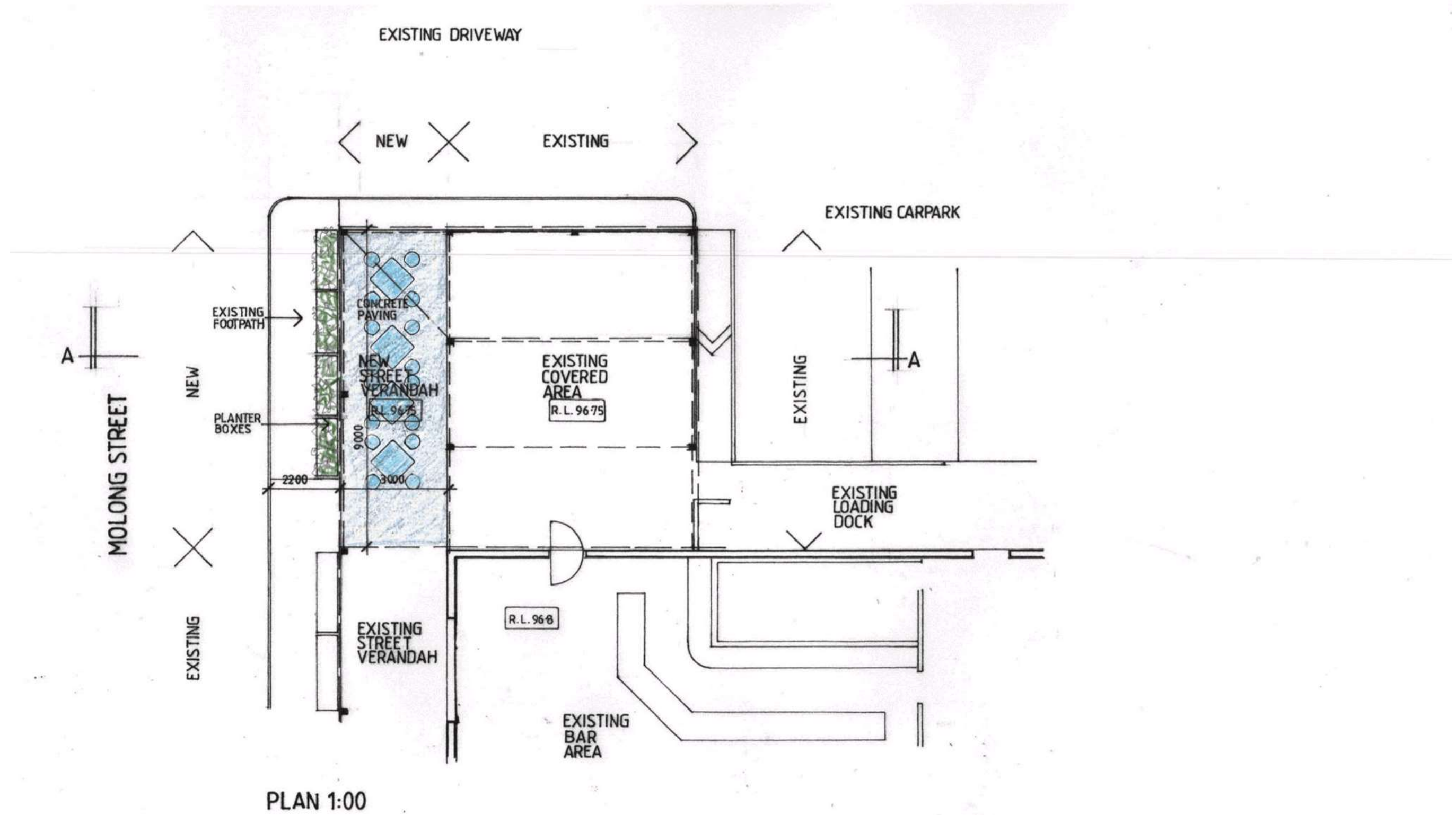
PROPOSED STREET VERANDAH EXTENSION  
 RAILWAY HOTEL MOLONG ST CONDOBOLIN  
 FOR K.JONES

SITE/ROOF PLAN 1:200

OCTOBER 2021 DA01



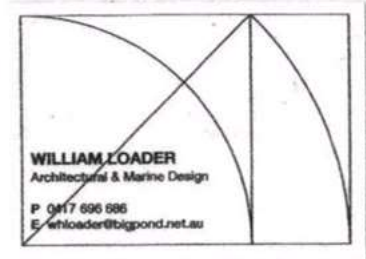
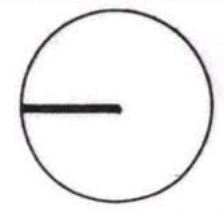


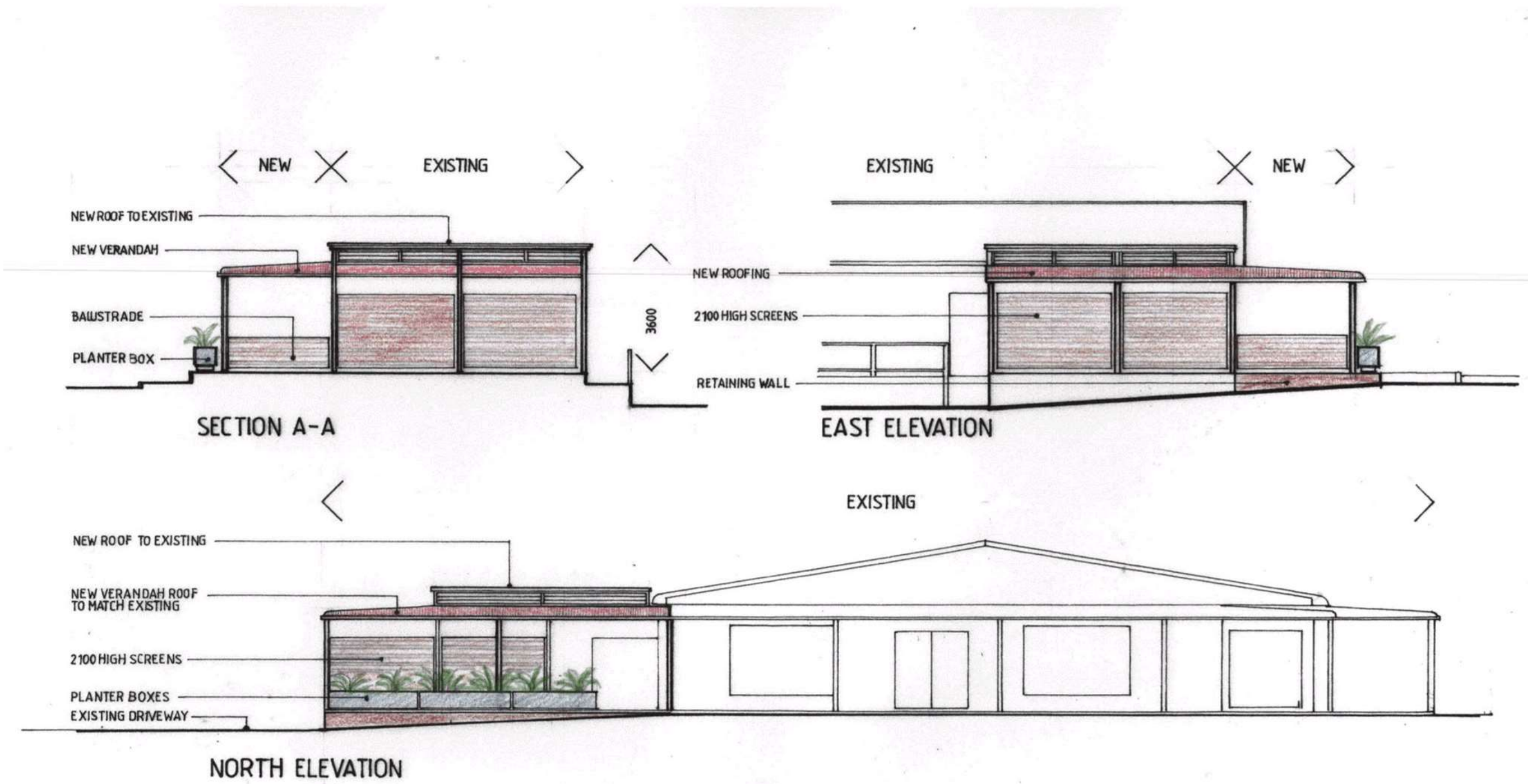


PROPOSED STREET VERANDAH EXTENSION  
 RAILWAY HOTEL MOLONG ST. CONDOBOLIN  
 FOR K.JONES

FLOOR PLAN 1:100

OCTOBER 2021 DA02

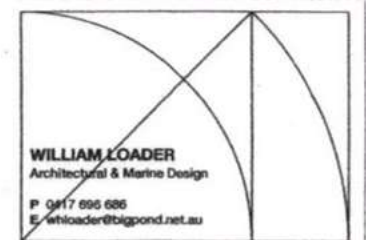




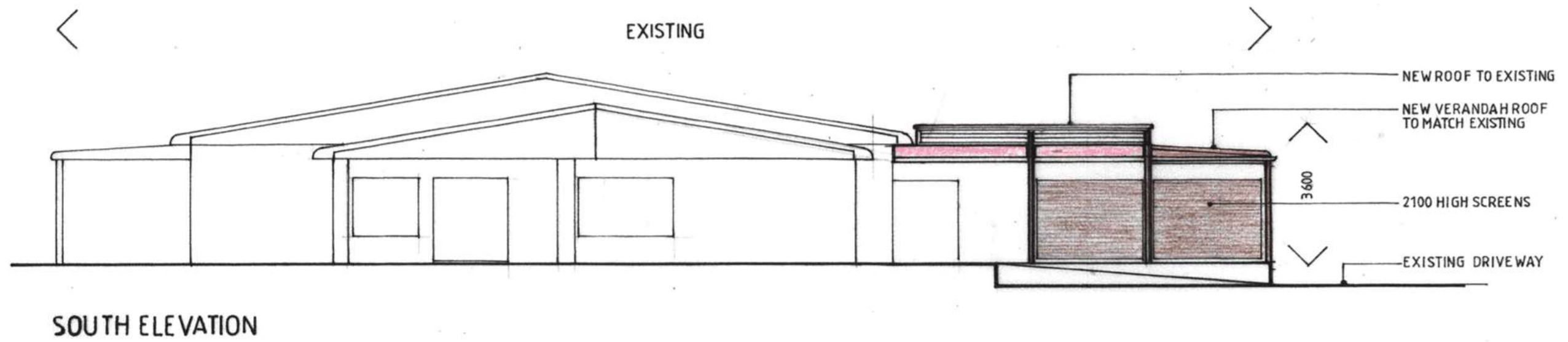
PROPOSED STREET VERANDAH EXTENSION  
 RAILWAY HOTEL MOLONG ST CONDOBOLIN  
 FOR K.JONES

ELEVATIONS & SECTION 1:100

OCTOBER 2021 DA03





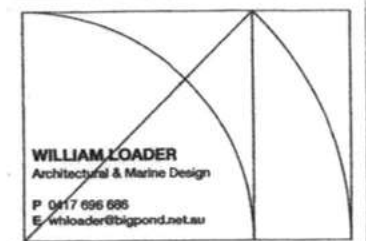


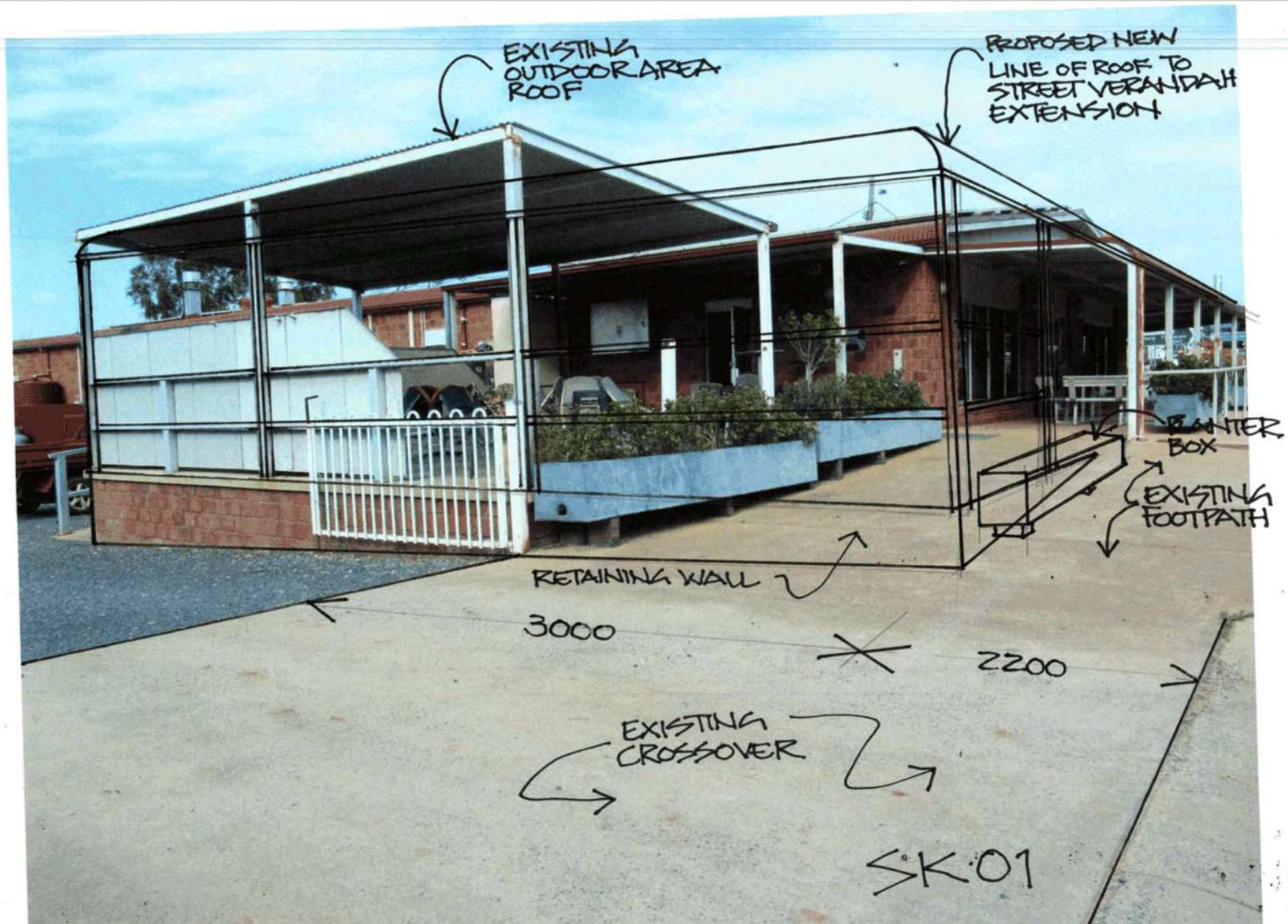
PROPOSED STREET VERANDAH EXTENSION  
RAILWAY HOTEL MOLONG ST CONDOBOLIN

FOR K. JONES

ELEVATION 1:100

OCTOBER 2021 DA04





**9.5 FY21/22 PROJECT MONTHLY UPDATE FOR APRIL/MAY**

**TRIM Number:** R22/122

**Author:** Manager - Projects and Building

**PURPOSE**

The purpose of this report is to provide a summary of projects currently being undertaken by the Environment, Tourism and Economic Development Department. The execution and completion of works varies on resource availability, weather conditions, work priorities and unforeseen circumstances. Work priority will be allocated based on safety and risk.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Council has adopted the 2021/22 budget and associated Delivery and Operational Plans. This report provides updates on the delivery of the capital and grant funded projects regarding buildings.

**ISSUES AND COMMENTS**

Project	Budget	Funding Source	Expend. To Date	Forecast Expend.	Comments
Tottenham Youth Club Renovation	\$57,046	SCCF R3	\$57,046	\$57,046	Both the roof and external cladding have been completed. Fence is erected. Project is now completed as per funding agreement.
Condobolin and District Historical Museum - Extension to Museum and Display Enhancements	\$77,765	SCCF R3	\$6k	\$77,765	A report was presented to February Council meeting. Council staff are attempting to schedule a meeting with the Committee in accordance with the resolution.
Condobolin Works Depot	\$7,246,707.60	\$6,000,000 Loan and remaining \$1.25m from Council reserves	\$2,724,349.43	\$7,246,707.60	Contracts signed. Works commenced 8 March 2021. Ongoing issue with alleged subsoil moisture which is the subject of a formal dispute raised by the contractor. Several requests have been made of the contractor to provide quality assurance evidence, as



					required under the contract, which remains outstanding. Steel frame work and roof installed for store and workshop. The office framework has also been erected. Electrical and plumbing works have commenced.
Provision of new Animal Shelter at Condobolin	\$344,507.00k	Local roads and Community Infrastructure Program – Rd1	\$345,416.10k	\$345,416.10k	Fit-out works are nearing completion. Delays with the contractors have occurred which have pushed completion back until end of May. Minor over expenditure as a result of delays with contractors. This will be covered utilising unspent grant funding.
Lachlan Shire Visitor Information Centre	\$4,403,973.00 above includes contingency of \$347,836.03	Growing Local Economies Fund	\$176k	\$4,404,974.00	PWA engaged to provide Project Management Services. PCG established to oversee project delivery. Contract has been issued to Patterson Building Group (PBG) to construct the VIC. PBG are onsite and scheduled to commence works by end of May.
Electronic Noticeboard	\$77,000	SCCF R4	\$52.5k	\$77,000	An expression of interest, to obtain quotes from suitable signage contractors has been issued. EOI has been received and purchase order has been issued. Onsite meeting held on 16 March to finalise location and design. Sign currently under construction. Foundation for sign

					installed 9 May 2022
Lake Cargelligo Hall Upgrade	\$50,000	SCCF R4	\$32.5k	\$50,000	Air Conditioning units have been installed. Quotes are being obtained for the remaining works.
Physie - Condobolin (Tennis Club Hall)	\$60,000	SCCF R4	\$43k	\$60,000	Renewal of amenities are being finalised. Remaining works have been completed.
Willow Bend Sport Centre – Roof Repair	\$75,000	SCCF R4	\$20k	\$75,000	PO issued for works. Roof safety system has been installed. Repairs to roof scheduled to commence early June.
Willow Bend Sports Centre Renewal	\$300,000	LRCI P3	Nil	\$300,000	A meeting has been held with the manager of the sports centre to discuss potential impacts of works as well as options. Meeting held onsite with builder in regard to amenities renewal. Quotes being obtained for other works.
Companion Animal Surrender Cages - Lake Cargelligo	\$50,000	LRCI P3	Nil	\$50,000	Preferred site has been identified and SOW is being finalised
Tottenham Caravan Park Enhancement	\$155,000	LRCI P3	Nil	\$155,000	Schedule of works being finalised. Quotes are being obtained for various items.
Roof Safety System – Various Council buildings	\$45,000	2021/22 Budget	Nil	\$45,000	Quotes have been obtained. To be reviewed and PO to be issued.
Sign Replacement – Lake Cargelligo Foreshore walk	\$50,000	SCCF R3	Nil	\$50,000	Audit undertaken. Meeting to be held with relevant parties to discuss options.

**Condobolin Works Depot Budget Update**

Budget	\$7,816,707.60
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Contract Value	\$7,246,707.60*
Other Works and Project Management Costs	\$570,000.00
Contingency (included in Contract Value)	\$400,000.00
Approved Variations	\$244,247.14
Remaining contingency	\$7,100.86
Current Expenditure	\$2,724,349.43

*All figures include GST*

*\* Figure includes Contingency*

Please note a saving of \$69,679.03 was achieved for the electrical substation, which has been reflected in the above approved variation figure.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Project management and financial controls are in place to manage financial expenditure and resource allocation.

### **LEGAL IMPLICATIONS**

Nil. All project materials and services have been procured in accordance with the requirements of the NSW Local Government Act 1993 and Council's procurement policy. Environmental Planning and Assessment Act provisions are being complied with regarding development approvals and planning controls.

### **RISK IMPLICATIONS**

Project management and financial controls are in place to manage time and budget risks. The projects have been assessed against relevant legislative requirements to minimise Council's exposure to risk.

Risks surrounding project delivery are being managed through the use of external project managers such as Public Works Advisory and a temporary Project Management Officer has been employed to assist with the delivery of building projects.

The cost of the formal arbitration process associated with the resolution of the contractual dispute with the Works Depot construction contractor possess a financial risk to this project that cannot be quantified at this time.

### **STAKEHOLDER CONSULTATION**

Council's fortnightly news column, Talking Tottenham and Mayoral Newsletters update the community on the major improvement works being undertaken around the Shire.

Community consultation has been undertaken in relation to the projects, either through the Community Strategic Plan, through requests for projects to receive grant funding and/or through reports to Council advising of the projects which are being put forward for progression.

### **OPTIONS**

1. Receive and note the report

### **CONCLUSION**

This report updates Council on the capital improvements/new work being undertaken by the Environment, Tourism and Economic Development Department.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2 Strong effective and Responsive Council

**ATTACHMENTS**

**Nil**

**RECOMMENDATION**

That:

1. The Director of Environment, Tourism and Economic Development Report No. R22/122 be received and noted.

## 9.6 UPDATE ON SCULPTURES DOWN THE LACHLAN TRAIL

**TRIM Number:** R22/121

**Author:** Director - Environment, Tourism and Economic Development

### PURPOSE

The purpose of this report is to provide an update to Council on the progress of the Sculpture down the Lachlan trail and to seek Council's endorsement to make the third and final payment to the Forbes Art Society in relation to the development of the trail.

### SUPPORTING INFORMATION

Nil

### BACKGROUND

At the ordinary meeting of Council on 9 December 2020 Council resolved (Resolution No. 2020/368):

*"That*

- 1. The Director Environment, Tourism and Economic Development Report No. 20/353 be received and noted.*
- 2. Council proceed with Option 2 as detailed in the report."*

Option 2 was that Council decide to rescind the previous resolution (2020/184) and release the first \$33,300 instalment prior to all necessary approvals being in place.

The first and second instalments have been made to the Forbes Art Society.

The sculptures that were to be located within the Lachlan Shire Local Government Area included:

- Within-without;
- Heart of Country;
- Between the Silence and the Heartbeat;
- Sonata;
- Wandering; and
- Another sculpture at "The Murie".

At the Ordinary Meeting of Council in November 2020, a report was tabled that discussed the movement of the Sonata sculpture out of the Lachlan Shire Local Government Area (LGA) and that it was unclear whether the sculpture at "The Murie" would proceed. We have since been informed that, at this stage, the Murie sculpture is unlikely to proceed due to insufficient funds.

The following sculptures have been installed:

### **Heart of Country**

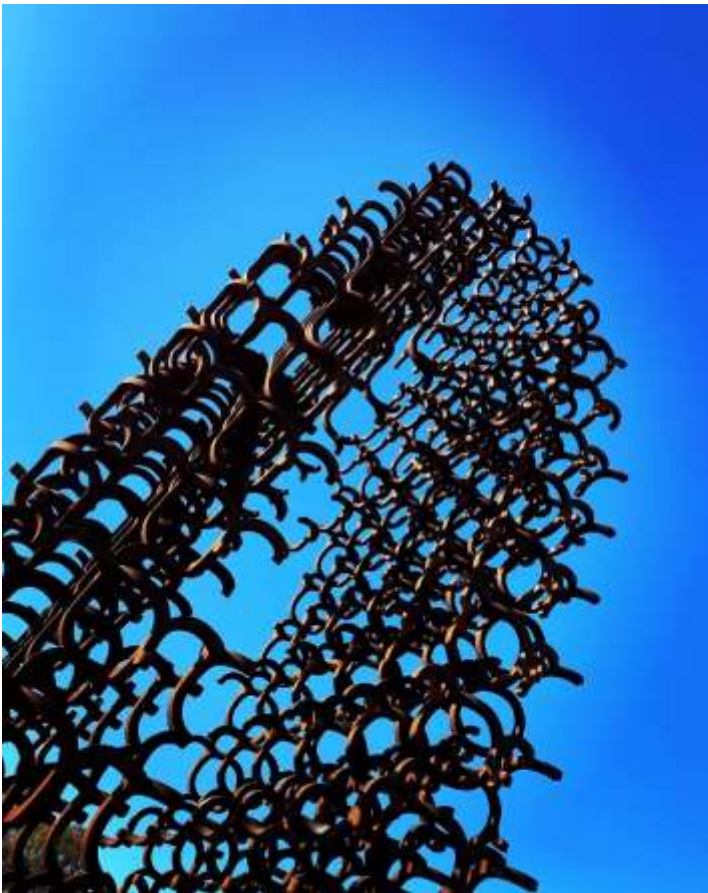


**Wandering**



**Within-Without**





Please note that this sculpture is nearing completion but is not yet complete.

**Between the Silence and the Heartbeat**

This sculpture has not been installed as yet but is expected to go in during June 2022. The original concept was that the sculpture would look like this:



**ISSUES AND COMMENTS**

The Forbes Art Society have submitted their last invoice for payment. Once this payment has been made Council will have finalised its contribution towards the project, with a total of \$99,999 being contributed towards the project.

Council needs to decide whether to make the final payment before the last sculpture is installed in the Lachlan Shire.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Council resolved to provide \$33,300 in funding towards the project every year over three financial years. Support is (and has been) provided to the Forbes Art Society in terms of understanding the approval processes as well as in access/traffic management for the sculptures.

**LEGAL IMPLICATIONS**

There are no legal implications to report at this time.

**RISK IMPLICATIONS**

There is a risk that the FAS may decide not to install the last sculpture in the Lachlan Shire, if the last instalment is not issued now.

**STAKEHOLDER CONSULTATION**

Nil

**OPTIONS**

1. Decide to make the final payment to the Forbes Art Society, based on the sculptures that have been installed to date.
2. Decide not to make the final payment to the Forbes Art Society, until the last sculpture has been installed in the Lachlan Shire.

**CONCLUSION**

A number of sculptures have been installed along the sculptures down the Lachlan trail. The Forbes Art Society have already received two of the three instalments that Council resolved to make towards the project. The Forbes Art Society would like to be paid for the third instalment, ahead of the final sculpture being installed. The trail is already providing economic benefits to the Shire through increased tourism and this is only expected to increase once the trail and the new Visitor Information Centre is complete. It is recommended that Council make the final payment to the Forbes Art Society.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

Community Strategic Plan

2.1 A vibrant tourism industry

4.2 Strong effective and Responsive Council

Delivery Program

1.5.3 Sculpture Trail in collaboration with Forbes Shire Council.

2.1.10 Develop Forbes to Condo Sculpture Trail

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That

1. The Director Environment, Tourism and Economic Development Report No. 22/121 be received and noted.



2. Council authorise the final payment to the Forbes Art Society of \$33,333.

## **10 INFRASTRUCTURE SERVICES**

### **10.1 ASSET MANAGEMENT POLICY AND STRATEGY**

**TRIM Number:** R22/106

**Author:** Manager - Roads

#### **PURPOSE**

To consider the draft Asset Management Policy and Asset Management Strategy

#### **SUPPORTING INFORMATION**

Asset Management Policy

Asset Management Strategy

#### **BACKGROUND**

Council is custodian of assets with a residual value of approximately \$540M which support the delivery of services to the community. This includes assets such as roads and bridges, water and sewer services, parks and gardens, buildings, plant and equipment, stormwater drainage and IT and office equipment. The Asset Management Policy and Strategy documents are a requirement of the NSW Integrated Planning and Reporting (IP&R) framework and provide strategic framework to ensure that Council's Assets are managed in a financially sustainable manner. The Policy and Strategy provide guidance for preparation of Asset Management Plans for Council's Assets. The Policy and Strategy have been prepared using Institute of Public Works Engineering Australia (IPWEA) Asset Management templates.

#### **ISSUES AND COMMENTS**

The Policy defines principles for;

- a consistent Asset Management System
- guided by the International Infrastructure Management Manual
- integrated with the existing Integrated Planning and Reporting processes
- meeting legislative requirements
- developing Asset Management Plans
- inspection and condition assessment
- taking a risk management approach
- levels of service

The Strategy is prepared to assist council in improving the way it delivers services from its infrastructure assets to enable Council to;

- show how its asset portfolio will meet the service delivery needs of its community
- enable Council's Asset Management Policy to be achieved
- ensure the integration of Council's asset management practices with its long-term strategic plan

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

The integration of Council's Asset Management Plans with Council's Long-term Strategic Plan, 4-year Delivery Plan and Operational Plan will assist Council's financial sustainability and identify areas of financial or asset risk.

**LEGAL IMPLICATIONS**

Local Government Act 1993 section 8B; Principles of sound financial management.

**RISK IMPLICATIONS**

Sound asset management practices, including policy and strategy, will enable Council staff to identify, assess and prioritise risks. The adoption of these policy and strategy documents will lay the strategic platform to allow the development of the appropriate Asset Management Plans, which will assist in the application of resources to minimize, monitor, and control the probability or impact of unfortunate events and to maximize the realisation of opportunities for more efficient and effective delivery of services to the community.

**STAKEHOLDER CONSULTATION**

The draft policy and strategy have been reviewed by Council’s Asset Management Working Group, Operational Management Team and Executive Leadership Team.

**OPTIONS**

1. Adopt the draft Asset Management Policy and Asset Management Strategy
2. Amend the draft Asset Management Policy and Asset Management Strategy
3. Reject the draft Asset Management Policy and Asset Management Strategy and request Council staff further review the draft documents

**CONCLUSION**

Adoption of clear Asset Management Policy and Strategy will set guidelines and assist in developing Asset Management Plans for Council’s assets.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- CSP 3.1 Efficient transport networks that meet community and business needs.
- CSP 3.2 Improved Pedestrian and Cycle paths
- CSP 4.2 Strong effective and Responsive Council
- CSP 4.4 Strategic management of Villages and Crown reserves
- CSP 6.2 Upgrade Community Buildings
- CSP 6.3 New and visually appealing streetscapes
- CSP 6.4 Improved Parks, Gardens and sporting ovals.
- CSP 6.5 Provision of neat, accessible and respectful cemeteries.
- CSP 7.1 Water, sewer and energy utilities meet best practice standards with up to date technology.
- CSP 7.2 Ensure water security for all towns and villages.
- CSP 7.3 Adequate town drainage

**ATTACHMENTS**


1. [Asset Management Policy](#) ↓
2. [Asset Management Strategy 2022](#) ↓

**RECOMMENDATION**

That:

1. The Director of Infrastructure Service Report No. R22/106 be received and noted.

2. The Asset Management Policy and Asset Management Strategy be adopted

 <h2 style="margin: 0;">Policies, Procedures and Guidelines</h2>
<b>ASSET MANAGEMENT POLICY</b> <span style="float: right;"><b>INF022</b></span>

**BACKGROUND**

Council is custodian of assets with a residual value of approximately \$540M which support the delivery of services to the community. Council is committed to implementing systematic asset management principles in order to apply appropriate asset management best practices across all areas of the organisation. This includes ensuring that assets are planned, commissioned, operated, maintained, renewed and disposed of in accordance with Council’s priorities for service delivery.

**SCOPE**

This policy applies to all physical infrastructure assets owned, controlled or managed by Council. It does not include intangible assets, people, intellectual property, inventories and financial instruments/investments.

**OBJECTIVES**

- Ensuring that Council’s services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to residents, visitors and the environment
- Implementing appropriate asset management strategies and providing financial resources required to safeguard Council assets
- Creating and sustaining an asset management awareness throughout the organisation by way of training and development
- Meeting legislative requirements for asset management
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated
- Demonstrating transparent and responsible asset management processes that align with sector best practice

**DEFINITIONS**

An **asset** is a resource owned or controlled by an entity that can be used to produce value or provide services.

**Infrastructure assets** typically are large, interconnected networks or portfolios of composite assets such as roads, water reticulation and recreational facilities. They are generally comprised of components and subcomponents that are usually renewed or replaced individually to continue to provide the required level of service from the network. These assets are generally long lived and fixed in place.

**Asset management** is the combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost effective manner.

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: <a href="mailto:council@lachlan.nsw.gov.au">council@lachlan.nsw.gov.au</a>				Page 1 of 3
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**ASSET MANAGEMENT POLICY** **INF022**

An **asset management system** is set of interrelated or interacting elements of an organization to establish policies and objectives, and processes to achieve those objectives. Software systems commonly form a part of an asset management system.

**Lifecycle cost** is the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal.

**Level of service** is the defined service quality for a particular service/activity against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental impact, acceptability and cost.

A **risk** is, in simple terms, the possibility of something bad or unexpected happening. The international standard (ISO 31000) definition of risk is *effect of uncertainty on objectives*.

**Risk management** is the process of identifying, assessing and prioritising risks followed by coordinated and economical application of resources to minimize, monitor, and control the probability or impact of unfortunate events or to maximize the realisation of opportunities.

**POLICY STATEMENT**

**Principles**

1. A consistent Asset Management System must exist for implementing systematic and appropriate asset management best practice throughout the organisation
2. The Asset Management System will be guided by the framework in the International Infrastructure Management Manual (IIMM) and Council will work towards compliance with the ISO 55000 series of Asset Management standards
3. The Asset Management System and its associated principles will be integrated with the existing Integrated Planning and Reporting processes
4. All relevant legislative requirements (political, social, economic and environmental) are to be taken into account in asset management
5. An Asset Management Strategy informed by the Community Strategic Plan, community consultation and financial plan will be developed and maintained. The Policy and Strategy will guide asset management planning
6. Asset Management Plans will be developed and maintained for major asset categories (e.g. buildings, recreational facilities, sewer, transport and water networks) and will be informed by the Community Strategic Plan, Asset Management Strategy, community consultation and the Long Term Financial Plan
7. Accompanying each Asset Management Plan, an inspection procedure and condition assessment criteria will be developed as an appendix or related document. Inspection and assessment processes will be proportionate to the value of the related assets, while remaining compliant with accounting and reporting standards
8. A risk management approach will be used when developing Asset Management Plans and delivery programs
9. Asset renewals, maintenance, operations and disposals required to meet the agreed levels of service identified in the Asset Management Plans and/or the Long Term Financial Plan will be prioritised and then recognised in the Delivery Program and funded in the annual Operational Plan

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**ASSET MANAGEMENT POLICY**

**INF022**

10. Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards including Australian Accounting Standards
11. Lifecycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets
12. Affordable level of service will be determined in consultation with the community and will consider the willingness to pay for service and inter-generational equity
13. Training in asset and financial management will be provided for Councillors and relevant staff
14. This policy will be reviewed annually and updated at least every 4 years

**RESPONSIBILITIES**

**Councillors** are responsible for adopting the policy and ensuring that sufficient resources are applied to manage the assets.

The **General Manager** has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

**Directors** are responsible for implementing asset management systems, policies and procedures.

**Managers** are responsible for the management of assets within the area of responsibility as determined under asset management plans.

**RELATED DOCUMENTS**

This Asset Management Policy is supported by:

- LSC Asset Management Strategy
- LSC Asset Management Plans
- NSW Local Government Act 1993
- NSW Local Government (General) Regulation 2005
- International Infrastructure Management Manual (IIMM) – IPWEA 6<sup>th</sup> ed. 2020
- ISO 55000:2014, 55001:2014 and 55002:2018 Asset Management standards
- Accounting standards published by Australian Accounting Standards Board (AASB)

Greg Tory

GENERAL MANAGER

/ /

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: <a href="mailto:council@lachlan.nsw.gov.au">council@lachlan.nsw.gov.au</a>				Page 3 of 3
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# ASSET MANAGEMENT STRATEGY

Lachlan Shire Council  
2022





Document Control		Asset Management Strategy			
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Rev No	Date	Revision Details	Author	Reviewer	Approver
V1.11	May 2021	Template	IPWEA		
V1.2	May 2022	LSC version	B McBean	OMT	ELT

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### 1. Executive Summary

This asset management strategy is prepared to assist council in improving the way it delivers services from infrastructure including roads, bridges, footpaths, stormwater drainage, parks and recreation, buildings, water and sewer. These infrastructure assets have a current value of \$540M, with a replacement cost of \$735M.

The asset management strategy is to enable Council to:

- Show how its asset portfolio will meet the service delivery needs of its community into the future
- Enable Councils' asset management policies to be achieved
- Ensure the integration of Councils' asset management practices with its long-term strategic plan <sup>1</sup>

Adopting this asset management strategy will assist council in meeting the requirements of national sustainability frameworks and the **NSW Local Government Act 1993, Section 403 Resourcing** strategy by demonstrating what level of service can be delivered in a financially sustainable manner.

The asset management strategy is prepared following a review of the council's service delivery practices, financial sustainability indicators, asset management maturity and fit with council's vision for the future outlined in the **Community Strategic Plan**. The strategy outlines an asset management improvement plan detailing a program of tasks to be completed and resources required to bring council to a minimum 'core' level of asset maturity and competence.

#### Strategy outlook:

- The organisation is not able to fund current infrastructure life cycle cost at current levels of service and available funds
- As infrastructure ages, it will be difficult for Council to maintain a consistent level of service for services provided by those assets
- The organisation's current asset management maturity is below 'core' level and investment is needed to improve information management, lifecycle management, service management and accountability and direction

#### Asset management strategies

No	Strategy	Desired Outcome
1	Asset management is guided by the Asset Management Policy, which is reviewed annually	Policy follows industry best practice and is guided by NAMS+ <sup>2</sup>
2	Develop and maintain Asset Management Plans for all major asset classes	Identification of services needed by the community and required funding to optimise 'whole of life' costs

<sup>1</sup> LGPMC, 2009, Framework 2 *Asset Planning and Management*, p 4.

<sup>2</sup> Institute of Public Works Engineers Australia NAMS+ system

3	Maintain a Long-Term Financial Plan covering 10 years incorporating asset management plan expenditure projections with a sustainable funding position outcome	Sustainable funding model to provide Council services
4	Ensure Council's decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs	Accurate information guides improved decision making
5	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions	Responsibility for asset management is defined
6	Implement an Improvement Plan to realise 'core' maturity for the financial and asset management competencies	Improved financial and asset management capacity
7	Report six monthly to Council by Audit Committee/CEO on development and implementation of Asset Management Strategy, AM Plans and Long-Term Financial Plans	Oversight of resource allocation and performance
8	Consider the ongoing ownership costs of new capital works proposals in budget deliberations. This is achieved by identifying the renewal and capital upgrade/expansion components of all capital works projects, and providing for the ongoing operational and maintenance requirements	Ensure new capital works and purchases have sufficient lifecycle funding before acquisition

**Asset management improvement plan**

The tasks and resources required to achieve 'core' asset management maturity are listed below.

Ref	Task	Responsibility	Resources required	Target date
1	Numerous entries in asset register have poor descriptions making identification of corresponding physical asset difficult. Verify each asset and update description where appropriate	Asset officer	Work with onsite staff to verify assets	2 years
2	Condition data for some assets is incorrect e.g. an item 2 years old with condition 5. Ensure condition data is correctly recorded	Asset officer	Work with asset valuer	4 years
3	Some assets are underutilised. Undertake community consultation. Some assets closed or have purpose reassigned where appropriate	Councillors, asset manager	Community consultation	4 years
4	AM Plans needs to be better linked with long term financial plan	Senior management	Work with finance staff	4 years
5	Review lifetimes for asset in some asset class	Asset officer	Work with asset valuer	4 years
6	Assess resilience to risk factors for each asset group	Asset officer	Work with asset manager	2 years
7	Implement an asset management software package to allow better utilisation of asset data	Asset officer, finance staff, IT team	Purchase software package, transfer data	2 years

## 2. Introduction

Assets deliver important services to communities. A key issue facing local governments throughout Australia is the management of ageing assets in need of renewal and replacement.

Infrastructure assets such as roads, drains, bridges, water and sewerage and public buildings present unique challenges. Their performance and longevity can be difficult to determine. Financing needs can be large, requiring planning for large peaks and troughs in expenditure for renewing and replacing such assets. The demand for new and improved services also adds to the planning and financing challenges.<sup>3</sup>

The acquisition of new assets also presents challenges in funding the ongoing operating costs necessary to provide the needed service over the assets' full life cycle.<sup>4</sup>

The national frameworks on asset planning and management and financial planning and reporting endorsed by the Local Government and Planning Ministers' Council (LGPMC) require councils to adopt a longer-term approach to service delivery and funding comprising:

- A strategic longer-term plan covering, as a minimum, the term of office of the councillors and:
  - Bringing together asset management and long-term financial plans
  - Demonstrating how council intends to resource the plan
  - Consulting with communities on the plan
- Annual budget showing the connection to the strategic objectives, and
- Annual report with:
  - Explanation to the community on variations between the budget and actual results
  - Any impact of such variances on the strategic longer-term plan
  - Report of operations with review on the performance of the council against strategic objectives<sup>5</sup>

*Framework 2 Asset Planning and Management* has seven elements to assist in highlighting the key management practices that promote prudent, transparent, and accountable management of local government assets that introduce a strategic approach to meet current and emerging challenges:

- Asset management policy
- Strategy and planning
  - Asset management strategy
  - Asset management plans
- Governance and management arrangements

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<sup>3</sup> LGPMC, 2009, Framework 2 Asset Planning and Management, p 2.

<sup>4</sup> LGPMC, 2009, Framework 3 Financial Planning and Reporting, pp 2-3.

<sup>5</sup> LGPMC, 2009, Framework 3 Financial Planning and Reporting, pp 4-5.

- Defining levels of service
- Data and systems
- Skills and processes
- Evaluation <sup>6</sup>

The asset management strategy is to enable Council to:

- Show how its asset portfolio will meet the service delivery needs of its community into the future
- Enable Council's asset management policies to be achieved
- Ensure the integration of Council's asset management practices with its long-term strategic plan <sup>7</sup>

The goal of asset management is to ensure that services are provided:

- In the most cost-effective manner
- Through the acquisition, maintenance, operation, renewal, and disposal of assets
- For present and future consumers

The objective of the Asset Management Strategy is to establish a framework to guide the planning, construction, maintenance, and operation of the infrastructure essential for council to provide services to the community.

## 2.1 Legislative requirements

The NSW Local Government Act 1993, section 403 says - *A council must have a long-term strategy (called its **resourcing strategy**) for the provision of the resources required to perform its functions (including implementing the strategies set out in the community strategic plan.* The Resourcing Strategy comprises three parts:

- A long term financial plan
- A workforce management strategy
- An asset management policy, strategy and plans

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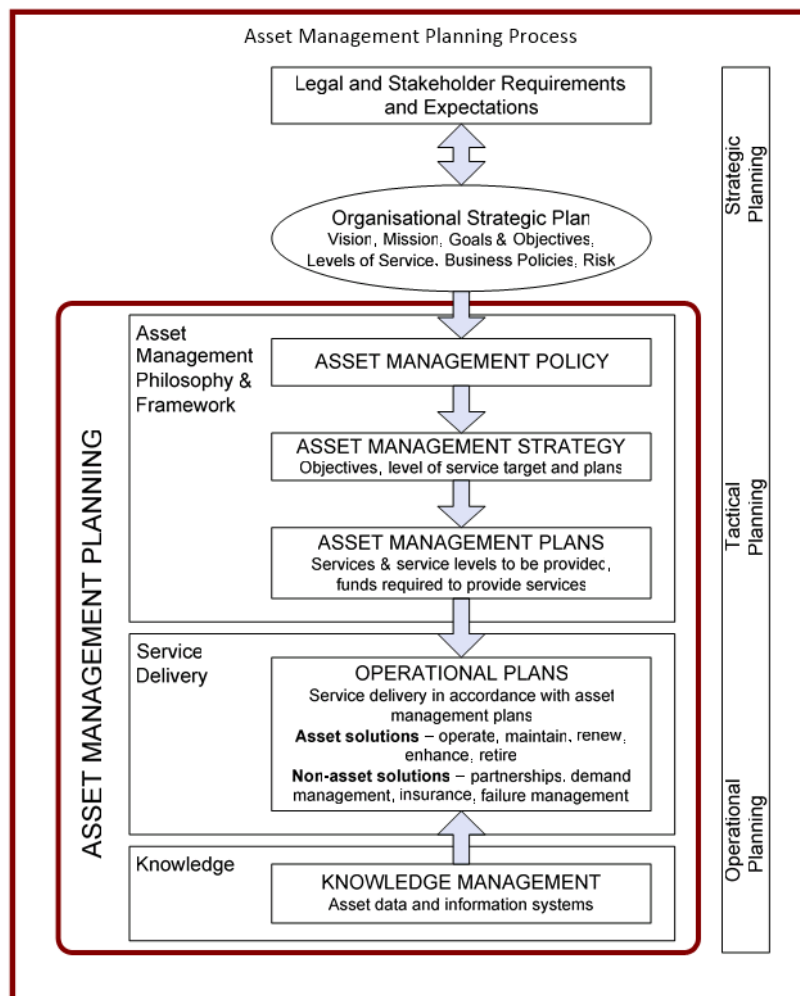
<sup>6</sup> LGPMC, 2009, Framework 2 Asset Planning and Management, p 4.

<sup>7</sup> LGPMC, 2009, Framework 2 Asset Planning and Management, p 4.

## 2.2 Asset Management Planning Process

Asset management planning is a comprehensive process to ensure that assets are managed and maintained in a way that enables affordable services from infrastructure to be provided in an economically optimal way. In turn, affordable service levels can only be determined by assessing Council's financial sustainability under scenarios with different proposed service levels.

Asset management planning commences with defining stakeholder and legal requirements and needs, incorporating these needs into the organisation's strategic plan, developing an asset management policy, strategy, asset management plan and operational plans, linked to a long-term financial strategy and funding plan.





### 3. What Assets do we have?

Council uses infrastructure assets to provide services to the community. The range of infrastructure assets and the services provided from the assets is shown in Table 1.

**Table 1: Assets used for providing Services**

Asset Class	Description	Services Provided
Transport	Roads, bridges, footpaths, kerbing, airports	The road network including bridges, footpaths and kerbing, provides for pedestrian and vehicular movement throughout the shire
Buildings	Offices, halls, RFS sheds, residences	General purpose buildings such as offices, halls, houses. Note special purpose buildings such as water treatment plants are included in their respective portfolios
Water & Sewer	Treatment plants, reticulation networks, reservoirs, pump stations	Provides potable water to Condobolin, Lake Cargelligo, Albert and Tottenham. Provides non-potable water to Fifield, Burcher and Tullibigeal. Provides reticulated sewer service to Condobolin, Lake Cargelligo and Tottenham
Stormwater drainage	Pits, pipes, retention basins	Provides a partially reticulated stormwater drainage network in Condobolin, Tottenham and Lake Cargelligo
IT & Office equipment	Computers, servers, printers, furniture	Provides the technology and facilities necessary for Council to operate
Plant and fleet	Cars, trucks, earthmoving and roadwork machines, small plant (chainsaws etc.)	Provides equipment needed for Council to operate
Recreation & Culture	Parks, pools, library	Parks, ovals, pools, public libraries



**4. Our infrastructure assets and their management**

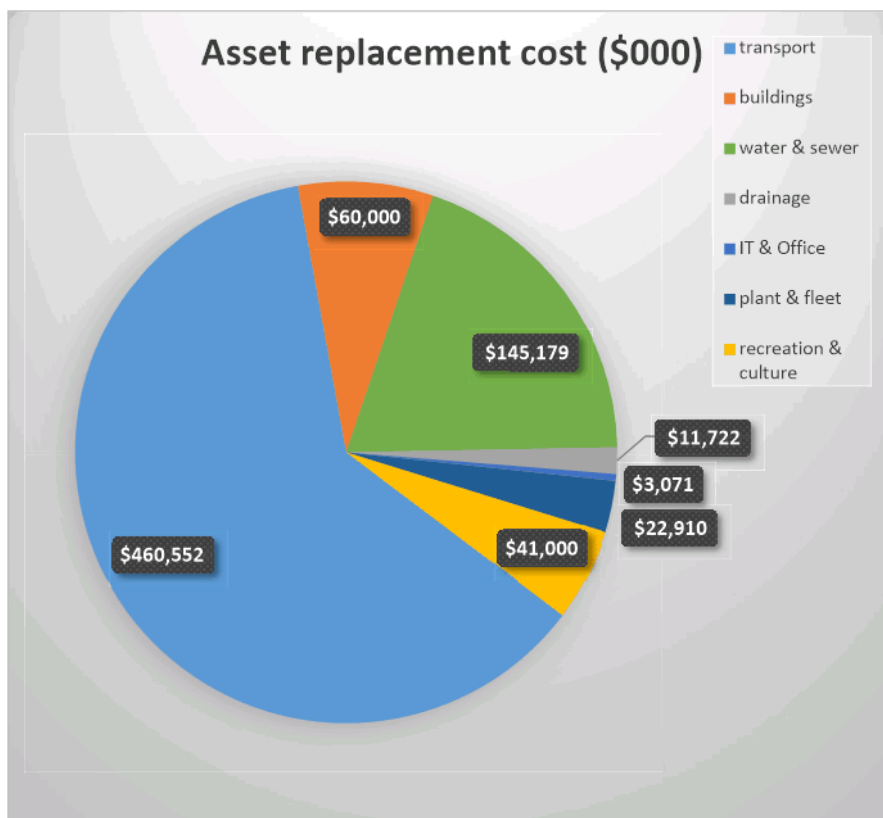
**4.1 State of the Assets**

The financial status of the organisation’s assets is shown in Table 2.

**Table 2: Financial Status of the Assets**

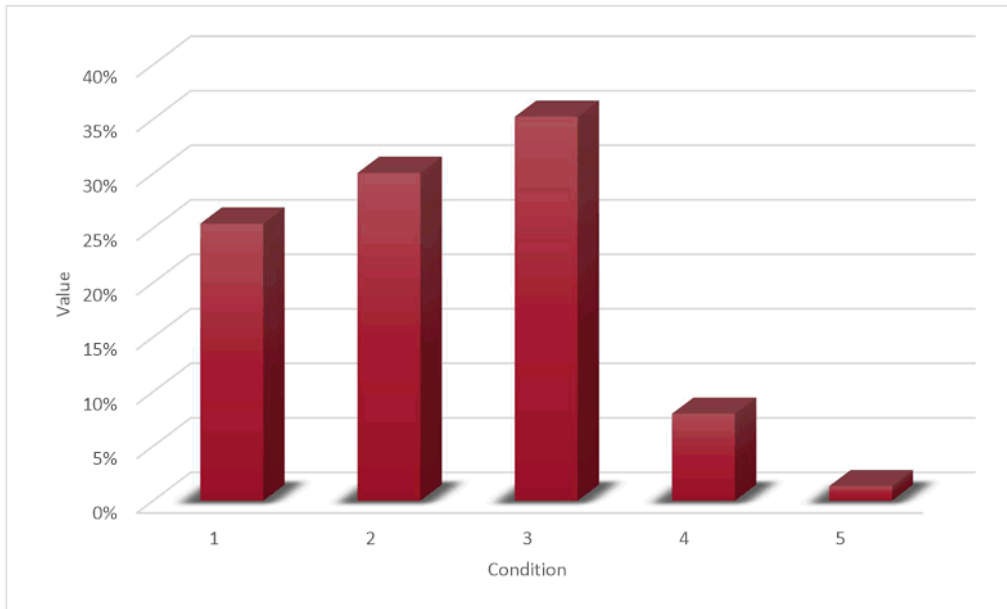
Asset Class	Replacement Cost (\$000)	Residual Value (\$000)	Depreciation Expense (\$000)
Transport	\$460,552	\$384,833	\$9,973
Buildings	\$60,000	\$54,924	\$2,171
Water & Sewer	\$145,179	\$77,273	\$4,510
Stormwater drainage	\$11,722	\$8,519	\$263
IT & Office equipment	\$3,071	\$1,026	\$254
Plant and fleet	\$22,910	\$9,368	\$2,666
Recreation & Culture	\$41,000	\$205	\$2,486
<b>Total</b>	<b>\$744,434</b>	<b>\$536,148</b>	<b>\$22,273</b>

Figure 1 shows the replacement costs of Council’s assets.



**Figure 1: Asset Replacement Values**

The proportion of assets and their conditions is shown in Figure 2. Note condition 1 means “like new” and condition 5 means “end of life”.



**Figure 2: State of the Assets**

Transport assets being largest asset group dominate the overall condition indicators. Bitumen seals on roads are the main contributor to the assets in condition 4 and 5.

#### 4.2 Lifecycle Costs

Lifecycle costs (or whole of life costs) are the average annual costs that are required to sustain the service levels over the longest asset life. Lifecycle costs include operations, maintenance, renewal, and acquisition costs. The lifecycle cost for the services covered in the asset management plan(s) is shown in Table 3.

**Table 3: Lifecycle Costs for Council Services**

Service	Average annual forecast lifecycle costs (\$000)				Lifecycle Cost (\$000/yr.)
	Operations	Maintenance	Renewal	Acquisition	
Transport	\$0	\$3,403	\$8,091	\$2,872	\$14,366
Buildings	\$176	\$174	\$862	\$782	\$1,994
Water & Sewer	\$4,922	\$3,233	\$2,545	\$5,800	\$16,500
Stormwater drainage	\$0	\$27	\$55	\$0	\$82
IT & Office equipment	\$850	\$0	\$108	\$20	\$978
Plant and fleet	\$2,242	\$155	\$2,435	\$0	\$4,832
Recreation & Culture	\$2,546	\$384	\$410	\$207	\$3,547
<b>TOTAL</b>	<b>\$10,736</b>	<b>\$7,376</b>	<b>\$14,506</b>	<b>\$9,681</b>	<b>\$42,299</b>

Lifecycle costs can be compared to the lifecycle funding allocated in the financial plan to give an indicator of sustainability in service provision. The lifecycle planned budget includes operations, maintenance, capital renewal and acquisition expenditure annualised over the planning period. The lifecycle planned budget can vary depending on the timing of asset renewals. The life cycle planned budget at the start of the plan is shown in Table 4.

**Table 4: Lifecycle planned budget for Council Services**

Service	Average annual planned budget (\$000)				Lifecycle Budget (\$000/yr.)
	Operations	Maintenance	Renewal	Acquisition	
Transport	\$0	\$3,403	\$6,702	\$2,872	\$12,977
Buildings	\$176	\$174	\$230	\$782	\$1,362
Water & Sewer	\$4,670	\$3,060	\$2,999	\$300	\$11,029
Stormwater drainage	\$0	\$27	\$55	\$0	\$82
IT & Office equipment	\$850	\$0	\$108	\$20	\$978
Plant and fleet	\$2,242	\$155	\$2,435	\$0	\$4,832
Recreation & Culture	\$2,546	\$384	\$390	\$207	\$3,527
<b>TOTAL</b>	<b>\$10,484</b>	<b>\$7,203</b>	<b>\$12,919</b>	<b>\$4,181</b>	<b>\$34,787</b>

The lifecycle costs and planned budget comparison highlights any difference between present outlays and the average cost of providing the service over the long term. If the lifecycle budget is less than the lifecycle cost, it is most likely that outlays will need to be increased in the budget or cuts in services made in the future.

Knowing the extent and timing of any required increase in outlays and the service consequences if funding is unavailable will assist council in providing services to their

communities in a financially sustainable manner. This is the purpose of integrating the AM Plans with the long-term financial plan.

A shortfall between lifecycle costs and planned budgets gives an indication of the lifecycle gap to be addressed in the asset management and long-term financial plan.

The lifecycle gap and lifecycle indicator for services covered by the asset management plan(s) is summarised in Table 5.

**Table 5: Lifecycle Indicators**

Service	Lifecycle Cost (\$000/yr.)	Lifecycle Budget (\$000/yr.)	Life Cycle Gap * (\$000/yr.)	Lifecycle Indicator (%)
Transport	\$14,366	\$12,977	-\$1,389	90%
Buildings	\$1,994	\$1,362	-\$5,471	67%
Water & Sewer	\$16,500	\$11,029	-\$5,471	68%
Stormwater drainage	\$82	\$82	\$0	100%
IT & Office equipment	\$978	\$978	\$0	100%
Plant and fleet	\$4,832	\$4,832	\$0	100%
Recreation & Culture	\$3,547	\$3,527	\$20	99%
<b>All Services</b>	<b>\$42,299</b>	<b>\$34,787</b>	<b>-\$12,351</b>	

Note: \* The lifecycle gap is calculated as the LCC less the LCB reported as a negative value. The lifecycle Indicator is calculated by dividing the LCB by the LCC expressed as a percentage.

Transport and Water/Sewer assets comprise the bulk of Council’s asset value. Allowing for this, the overall weighted average lifecycle indicator is around 85%. This means that not enough is being spent on average to maintain the assets in their current condition.

**4.3 Asset Management Structure**

Each department manager is responsible for managing the assets in their portfolio. Assisting them is Council’s Asset Officer, who provides advice and prepares plans, documents and reports.

**4.4 Corporate Asset Management Team**

A ‘whole of organisation’ approach to asset management can be developed with a corporate asset management team. The benefits of a corporate asset management team include:

- Demonstrate corporate support for sustainable asset management
- Encourage corporate buy-in and responsibility
- Coordinate strategic planning, information technology and asset management activities
- Promote uniform asset management practices across the organisation
- Information sharing across IT hardware and software
- Pooling of corporate expertise
- Championing of asset management process
- Wider accountability for achieving and reviewing sustainable asset management practices

The role of the asset management team will evolve as the organisation maturity increases over time in several phases:

- Strategy development and implementation of asset management improvement program
- Asset management plan development and implementation
- Reviews of data accuracy, levels of service and systems plan development
- Asset management plan operation
- Evaluation and monitoring of asset management plan outputs
- Ongoing asset management plans review and continuous improvement

In the last year Council has employed an Asset Officer to coordinate asset management activities. An asset management committee has been formed and it meets several times per year.

#### **4.5 Financial & Asset Management Maturity**

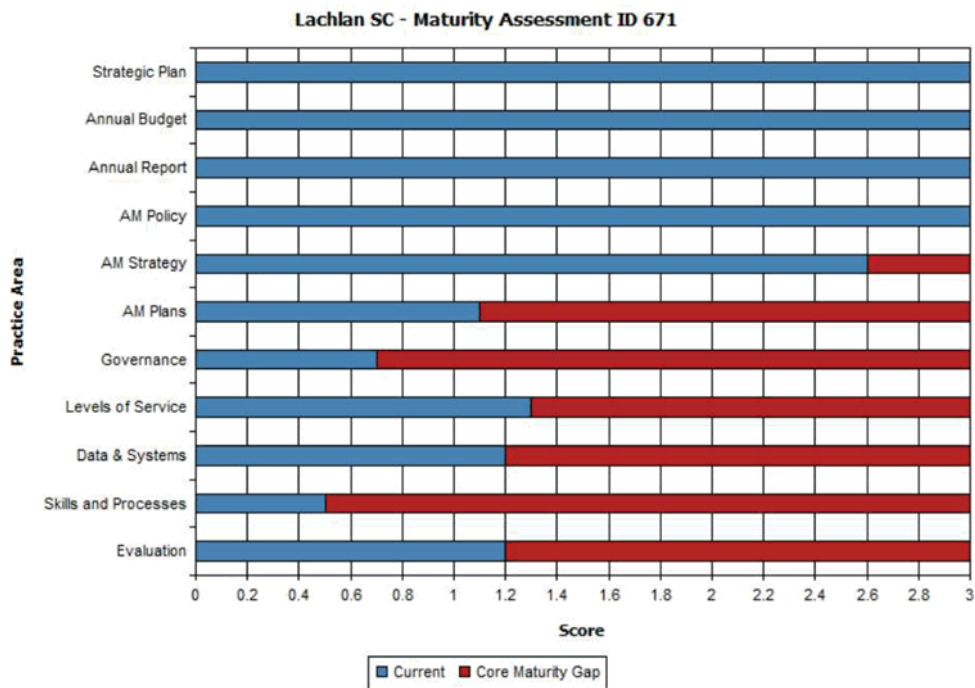
The National Frameworks on Asset Planning and Management and Financial Planning and Reporting define 10 elements. 11 practice areas have been developed from these elements<sup>8</sup> to assess maturity under the National Frameworks. The core competencies are:

- Strategic Longer-Term Plan
- Annual Budget
- Annual report
- Asset Planning and Management
- Asset Management Policy
- Asset Management Strategy
- Asset Management Plan
- Governance & Management
- Levels of Service
- Data & Systems
- Skills & processes
- Evaluation

Council's maturity assessment for the core competencies is detailed in Appendix A and summarised in Figure 3. The current maturity level is shown by the blue bars. The maturity gap to be overcome for Council to achieve a core financial and asset management competency is shown by the red bars.

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<sup>8</sup> Asset Planning and Management Element 2 *Asset Management Strategy and Plans* divided into Asset Management Strategy and Asset Management Plans practice areas.



**Figure 3: Financial and Asset Management Maturity**

The above maturity assessment was done in 2019. Since then Council has employed an asset officer, developed asset management plans for several asset groups and made improvements in governance. There remains much work to bring asset data to a good level of accuracy. Systems still need to be developed to make asset data more accessible for decision makers.

**4.6 Strategy Outlook:**

- The organisation is not able to fund current infrastructure life cycle cost at current levels of service and available funds
- As infrastructure ages, it will be difficult for Council to maintain a consistent level of service for services provided by those assets
- The organisation’s current asset management maturity is below ‘core’ level and investment is needed to improve information management, lifecycle management, service management and accountability and direction

## 5. Where do we want to be?

### 5.1 Council's Vision, Mission, Goals and Objectives

Council has adopted a Vision for the future in the Council Strategic Plan:-

*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*<sup>9</sup>

Council's purpose or reason for existence is set out in the adopted mission statement:-

*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.*

The Strategic Plan sets goals and objectives to be achieved in the planning period. The goals set out where the organisation wants to be. The objectives are the steps needed to get there. Goals and objectives relating to the delivery of services from infrastructure are shown in Table 6.

**Table 6: Goals and Objectives**

Goals	Objectives
Improved transport networks that meet community and business needs	Road widening and strength upgrades for road trains. Sealing of roads where justified
Improved Pedestrian and Cycle paths	Construction of new footpaths in our towns
Upgrade Street lighting	Rollout LED street lighting to reduce energy costs
Water, sewer and energy utilities meet best practice standards with up to date technology	Replacement of water and sewer treatment plants in Condobolin
Ensure water security for all towns and villages	Secure alternative water sources e.g. backup bores for Condobolin
Adequate town drainage	Maintain the existing networks and extend them where necessary

Council's Asset Management Policy defines the council's vision and service delivery objectives for asset management in accordance with legislative requirements, community needs and affordability.

### 5.2 Asset Management Policy

Council's Asset Management Policy defines the council's vision and service delivery objectives for asset management in accordance with the Strategic Plan and applicable legislation.

The asset management strategy is developed to support the asset management policy and is to enable council to:

- Show how its asset portfolio will meet the affordable service delivery needs of the community into the future
- Enable Councils' asset management policies to be achieved

<sup>9</sup> Council website [www.lachlan.nsw.gov.au](http://www.lachlan.nsw.gov.au) – retrieved June 2021



- Ensure the integration of Councils' asset management practices with its long-term strategic plan

A copy of Councils' Asset Management Policy can be found in Appendix A.

### 5.3 Asset Management Vision

To ensure the long-term financial sustainability of Council, it is essential to balance the community's expectations for services with their ability to pay for the infrastructure assets used to provide the services. Maintenance of service levels for infrastructure services requires appropriate investment over the whole of the asset life cycle. To assist in achieving this balance, Council aspires to:

Develop and maintain asset management governance, skills, process, systems and data in order to provide the level of service the community need at present and in the future, in the most cost-effective and fit for purpose manner.

In line with this vision, the objectives of the asset management strategy is to:

- Ensure that the Councils' infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to Council's financial sustainability
- Safeguard Council's assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets
- Adopt the long-term financial plan as the basis for all service and budget funding decisions
- Meet legislative requirements for all Council's operations
- Ensure resources and operational capabilities are identified and responsibility for asset management is allocated
- Provide high level oversight of financial and asset management responsibilities through Audit Committee/CEO reporting to council on development and implementation of Asset Management Strategy, Asset Management Plan and Long-Term Financial Plan

### 5.4 How will we get there?

The Asset Management Strategy proposes strategies to enable the objectives of the Strategic Plan, Asset Management Policy and Asset Management Vision to be achieved.

**Table 7: Asset Management Strategies**

No	Strategy	Desired Outcome
1	Asset management is guided by the Asset Management Policy, which is reviewed annually	Policy follows industry best practice and is guided by NAMS+ <sup>10</sup>
2	Develop and maintain Asset Management Plans for all major asset classes	Identification of services needed by the community and required funding to optimise 'whole of life' costs

<sup>10</sup> Institute of Public Works Engineers Australia NAMS+ systems



3	Maintain a Long-Term Financial Plan covering 10 years incorporating asset management plan expenditure projections with a sustainable funding position outcome	Sustainable funding model to provide Council services
4	Ensure Council's decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs	Accurate information guides improved decision making
5	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions	Responsibility for asset management is defined
6	Implement an Improvement Plan to realise 'core' maturity for the financial and asset management competencies	Improved financial and asset management capacity within Council
7	Report six monthly to Council by Audit Committee/CEO on development and implementation of Asset Management Strategy, AM Plans and Long-Term Financial Plans	Oversight of resource allocation and performance
8	Consider the ongoing ownership costs of new capital works proposals in budget deliberations. This is achieved by identifying the renewal and capital upgrade/expansion components of all capital works projects, and providing for the ongoing operational and maintenance requirements	Ensure new capital works and purchases have sufficient lifecycle funding before acquisition

**6. Asset Management Improvement Plan**

The tasks required to achieve a 'core' financial and asset management maturity are shown in priority order in Table 8.

**Table 8: Asset Management Improvement Plan**

Ref	Task	Responsibility	Resources required	Target date
1	Numerous entries in asset register have poor descriptions making identification of corresponding physical asset difficult. Verify each asset and update description where appropriate	Asset officer	Work with onsite staff to verify assets	2 years
2	Condition data for some assets is incorrect e.g. an item 2 years old with condition 5. Ensure condition data is correctly recorded	Asset officer	Work with asset valuer	4 years
3	Some assets are underutilised. Community consultation should be undertaken and some assets closed or have purpose reassigned where appropriate	Councillors, asset manager	Community consultation	4 years
4	AM Plans needs to be better linked with long term financial plan	Senior management	Work with finance staff	4 years
5	Review lifetimes for asset in some asset class	Asset officer	Work with asset valuer	4 years
6	Assess resilience to risk factors for each asset group	Asset officer	Work with asset manager	2 years
7	Implement an asset management software package to allow better utilisation of asset data	Asset officer, finance staff, IT team	Purchase software package, transfer data	2 years

## Appendix A: Asset Management Policy

### BACKGROUND

Council is custodian of approximately \$540M of assets which support its delivery of service to the community. Council is committed to implementing systematic asset management principles in order to apply appropriate asset management best practices across all areas of the organisation. This includes ensuring that assets are planned, commissioned, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

### SCOPE

This policy applies to all physical infrastructure assets owned, controlled or managed by Council. It does not include intangible assets, people, intellectual property, inventories and financial instruments/investments.

### OBJECTIVES:

- Ensuring that Council's services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to residents, visitors and the environment
- Implementing appropriate asset management strategies and providing financial resources required to safeguard Council assets
- Creating and sustaining an asset management awareness throughout the organisation by way of training and development
- Meeting legislative requirements for asset management
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated
- Demonstrating transparent and responsible asset management processes that align with sector best practice

### DEFINITIONS

An **asset** is a resource owned or controlled by an entity that can be used to produce value or provide services.

**Infrastructure assets** typically are large, interconnected networks or portfolios of composite assets such as roads, water reticulation and recreational facilities. They are generally comprised of components and subcomponents that are usually renewed or replaced individually to continue to provide the required level of service from the network. These assets are generally long lived and fixed in place.

**Asset management** is the combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost effective manner.

An **asset management system** is set of interrelated or interacting elements of an organization to establish policies and objectives, and processes to achieve those objectives. Software systems commonly form a part of an asset management system.

**Lifecycle cost** is the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal.

**Level of service** is the defined service quality for a particular service/activity against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental impact, acceptability and cost.

A **risk** is, in simple terms, the possibility of something bad or unexpected happening. The international standard (ISO 31000) definition of risk is *effect of uncertainty on objectives*.

**Risk management** is the process of identifying, assessing and prioritising risks followed by coordinated and economical application of resources to minimize, monitor, and control the probability or impact of unfortunate events or to maximize the realisation of opportunities.

## **POLICY STATEMENT**

### **Principles**

1. A consistent Asset Management System must exist for implementing systematic and appropriate asset management best practice throughout the organisation
2. The Asset Management System will be guided by the framework in the International Infrastructure Management Manual (IIMM) and Council will work towards compliance with the ISO 55000 series of Asset Management standards
3. The Asset Management System and its associated principles will be integrated with the existing Integrated Planning and Reporting processes
4. All relevant legislative requirements (political, social, economic and environmental) are to be taken into account in asset management
5. An Asset Management Strategy informed by the Community Strategic Plan, community consultation and financial plan will be developed and maintained. The Policy and Strategy will guide asset management planning
6. Asset Management Plans will be developed and maintained for major asset categories (e.g. buildings, recreational facilities, sewer, transport and water networks) and will be informed by the Community Strategic Plan, Asset Management Strategy, community consultation and the Long Term Financial Plan
7. Each Asset Management Plan will include an inspection procedure and condition assessment criteria. Inspection and assessment processes will be proportionate to the value of the related assets, while remaining compliant with accounting and reporting standards
8. A risk management approach will be used when developing Asset Management Plans and delivery programs
9. Asset renewals, maintenance, operations and disposals required to meet the agreed levels of service identified in the Asset Management Plans and/or the Long Term Financial Plan will be prioritised and then recognised in the Delivery Program and funded in the Operational Plan
10. Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards including Australian Accounting Standards
11. Lifecycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets
12. Affordable level of service will be determined in consultation with the community and will consider the willingness to pay for service and inter-generational equity
13. Training in asset and financial management will be provided for Councillors and relevant staff
14. This policy will be reviewed annually and updated at least every 4 years

**RESPONSIBILITIES**

**Councillors** are responsible for adopting the policy and ensuring that sufficient resources are applied to manage the assets.

The **General Manager** has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

**Directors** are responsible for implementing asset management systems, policies and procedures.

**Managers** are responsible for the management of assets within the area of responsibility as determined under asset management plans.

**RELATED DOCUMENTS**

This Asset Management Policy is supported by:

- LSC Asset Management Policy
- LSC Asset Management Plans
- NSW Local Government Act 1993
- NSW Local Government (General) Regulation 2005
- International Infrastructure Management Manual (IIMM) – IPWEA 6<sup>th</sup> ed. 2020
- ISO 55000:2014, 55001:2014 and 55002:2018 Asset Management standards
- Accounting standards published by Australian Accounting Standards Board (AASB)

## Appendix B: Asset Management Maturity Assessment

### LACHLAN SHIRE NAMAF REPORT FEB 2020

## 1. Key Assessment Findings

### 1.1. Overview

The Shire's overall assessment score of 2.3 shows a level of asset management maturity that is some twenty-three per cent below Core maturity. Even so, this score is somewhat inflated by the high scores achieved in the Annual Report and Annual Budget elements, which are subject to detailed compliance requirements and templates.

Detailed assessment findings and actions are contained in Table 2.

It is understood that the Shire is currently in a stage of management transition. The conduct of the assessment recognised this context, and gave consideration to the on-going efforts and recently established programs of the management team.

Nevertheless, the areas in which the Shire was found to be 'Not Substantially Progressed' are critical to the long-term effective and sustainable management of the Shire. For example, the reliability of the LTFP is diminished by the current lack of asset data and Asset Management Plans, which in turn, impacts upon the achievement of strategic community objectives.

It is considered that the Shire is likely to require a concentrated period of some two to four years for it to achieve or exceed Core level of maturity.

### 1.2. Integrated Planning and Reporting: Leadership, Capacity and Capability

It is clear that the Shire's leadership has a firm grasp of the principles of IP&R and is committed to implementing a framework appropriate to the Shire's context and resources.

Although the Shire has much of the required community, corporate and financial planning documentation in place, because of the lack of Asset Management Strategy and Plans, they do not provide an accurate picture of the Shire's current strategic position.

By the Shire's own admission, an integrated planning and reporting and asset management mindset is not engrained throughout the organisation. This must be a priority for the Shire to address through cultural change and professional development programs.

### 1.3. Asset Management System and Data Management

The Shire lacks an effective asset management system to record, store and manage its asset data. The Shire's General Manager has approached Penrith City Council about the possibility of 'sharing' its asset management system (TechOne). The Shire has a 'friendship agreement' with Penrith City Council.

Dr Seymour-Jones and the Shire's General Manager held an off-line discussion where it was suggested that the Shire initially carry out an exercise to:

- Cleanse its asset data;
- Ensure the asset register(s) is/are consistent, complete, accurate and up to date;
- Define and document asset management and financial business processes; and
- Define its data and data management needs to specify the requirements for system functionality.

Following this, **it is recommended** that the Shire compare the costs and benefits of a potential Penrith solution with other systems available in the market, such as Assetic and dTimms.



## 1.4. Asset Management Strategy and Asset Management Plans

These were initially prepared for the Shire by a consultant in 2011/12 to satisfy and comply with the original State Government requirements for IP&R.

In 2017, the Shire appointed a further consultant to prepare Asset Management Plans for Buildings, Recreation, Sewer, Transport, and Water. Final drafts of these plans were submitted in mid-2018. They have yet to be formally approved/adopted.

The level of involvement with, and input into these plans by the Shire was not completely clear from the assessment. Given that they were commenced some three years ago, and that the Shire has undergone changes in management during the intervening period, **it is recommended** that, before these plans are accepted, the Shire completes its Asset Management Strategy, ensures the continued relevancy of the plans, and that it has complete ownership and control of their content and completion, and has the capacity and capability to seamlessly assume their implementation and management.

## 1.5. Assessment Elements

The Shire met or exceeded the requirements for Core Maturity in the following elements:

- Strategic Longer-Term Planning (3.3).
- Annual Budget (4.8).
- Annual Report (4.3).
- Asset Management Policy (3.8).

The Shire Partially Met Requirements for Asset Management Strategy with a score of

2.6. Not Substantially Progressed ratings were recorded for:

- Asset Management Plans (1.1).
- Governance & Management (0.7).
- Levels of Service (1.3).
- Data & Systems (1.2).
- Skills & Processes (0.5).
- Evaluation (1.2).

These, together with Asset Management Policy and Asset Management Strategy, are the core elements of the asset management framework. They enable the production and achievement of the Community Strategic Plan; inform financial planning; and provide an organisational governance framework, and the basis for reporting, review, and improvement.

## 2. Improvement Focus and Actions

### 2.1 IP&R and Asset Management Improvement Plan

The results and outputs of this assessment indicate a need for the Shire to re-build its IP&R and Asset Management Frameworks. This will require an Improvement Plan that may be programmed over two to four years.

Although the Shire has a degree of capacity and capability to manage such a project, it is likely to need specialist advice and assistance to develop the details of the project's scope and facilitate and monitor its implementation.

It is suggested that this plan be centred around the following elements:

**(a) IP&R Improvement Project**

Asset Management forms such a significant part of IP&R that the assessment has revealed the extent of the Shire's lack of integration in its strategic resources planning and management.

It is therefore considered that a primary focus should be to establish a formal project to design and implement a change management strategy to establish an IP&R framework, including a framework for Asset Management, across the organisation.

The scope of the project should be developed by reference to the context, resources and individuality of the Shire, this assessment, a baseline of existing strategic planning processes and procedures, the NSW Government's IP&R Guidelines and Manual, and the Local Government Act and associated regulations.

**(b) Asset Management Improvement Plan**

An Asset Management Improvement Plan (AMIP) should be integral to and aligned with the IP&R improvement project.

Given the current status of Asset Management in the Shire, this plan will need to be comprehensive and detailed.

Table 2 contains individual comments and improvement actions for each element of the assessment. Together, these represent a baseline for the Shire's current Asset Management status, and the basis for the development of an AMIP.

However, it is recommended that **the Shire's immediate priorities** should be the consideration of data and data management requirements that are satisfied by an appropriate asset management system; and the finalisation and implementation of the Asset Management Plans integrated into the overall IP&R and Asset Management Frameworks. (Refer to 1.1.1.3 and 1.1.1.4 above).

As a guide, it is suggested that the AMIP be developed in, but not limited to the following broad packages:

**(i) Integrated Planning and Reporting**

- Asset Management Strategies and Plans fully integrated and linked with CSP, LTFP, Delivery Program, Annual Budget, Workforce Plan, ICT Plan, and Service Plans.

**(ii) Asset Management Framework**

- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans
- Definition of Asset Classes and Asset Hierarchy
- Governance Arrangements
- Organisation Structure
- Roles and Responsibilities
- Capacity and Capability

**(iii) Asset Knowledge**

- Asset Inventories to Component Level
- Extent and use of Assetic Asset Management System
- Management of Data and Information
- Used to Inform CSP, LTFP, Delivery Program and Annual Budget



- Required Data Sets
- Existing Data: extent, relevance, use
- Asset Condition
- Whole-of-Life Costs
- Values
- Remaining Useful Service Life
- Remaining Life (Condition)
- Cost in Use

**(iv) System of Management**

- Objective: Optimisation of Asset Value
- Asset Management Processes and Procedures Manual
- Integration
- Communication
- Strategic and Operational Planning
- Project Evaluation
- Asset Programs
- Asset and Asset Services Delivery
- Review, Evaluation and Improvement

**(v) Service Levels**

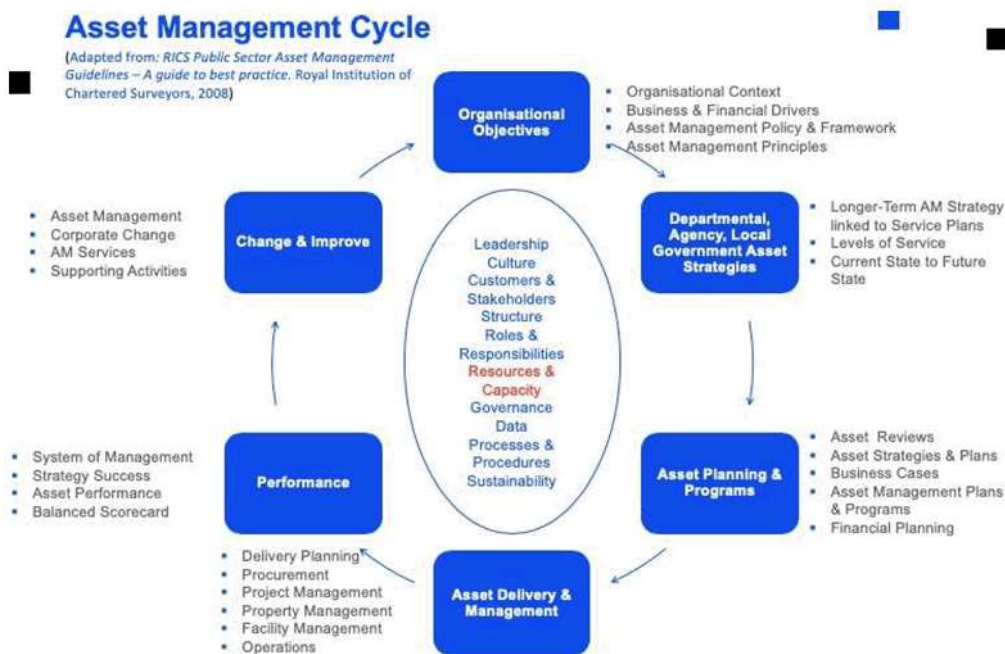
- Community
- Technical
- Internal
- External

**(vi) Performance and Reporting**

- Technical Levels of Service (Quantitative)
- Community Levels of Service (Qualitative)
- Financial
- System of Management
- Staff

Figure 1 provides guidance towards the development of asset management processes and skills.

**Figure 1: Asset Management Cycle**



**(c) Training and Development**

As IP&R, and Asset Management’s place in it, are organisation-wide activities that include responsibilities for Councillors, General Managers, Directors and all members of staff, their concepts and principles must be understood and participated in at all levels.

It is therefore recommended that, as soon as possible, the Shire arrange a series of briefings, awareness and professional development sessions tailored for each level of the organisation’s structure. This would be an essential first step in a strategy to bring about cultural change to the organisation.

To align with the program for establishing an IP&R framework, formal technical and professional development training programs should be developed for the different stages of the IP&R project.

Additionally, under the IP&R regulations (and as to be included in the Asset Management Policy), Councils are required to schedule and provide periodic IP&R and Asset Management training, particularly to Councillors.

**2.2 Assessment Summary**

The Shire recorded an overall maturity score of 2.3 (77% of the Core level of maturity). The Shire met or exceeded the requirements for Core Maturity in Strategic Longer-Term Planning (3.3), Annual Budget (4.8), Annual Report (4.3), and Asset Management Policy (3.8). The Shire Partially Met Requirements in Asset Management Strategy (2.6), but was Not Substantially Progressed, recording low scores in all other assessment elements.

A summary of the assessment results is shown in Table 1.

**Table 1: Lachlan Shire Assessment Summary**

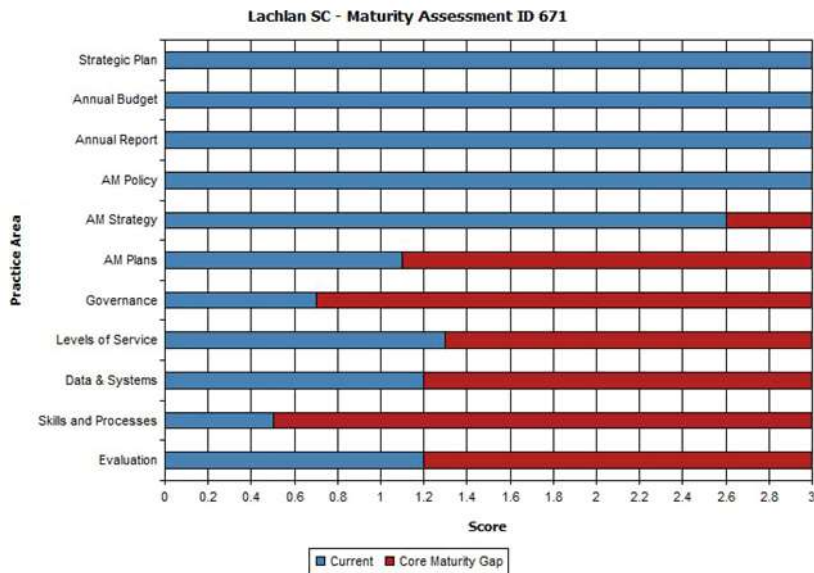
Assessment Element	Evaluation vs Core Requirements	Score (Core =3)	Target Score	Risk Level	
				Current	Target
Strategic Longer-Term Planning	Meets Requirements	3.3	4.0	Low	Low
Annual Budget	Meets Requirements	4.8	5.0	Medium	Medium
Annual Report	Meets Requirements	4.3	4.5	Low	Low
Asset Management Policy	Meets Requirements	3.8	4.0	Medium	Medium
Asset Management Strategy	Partially Meets Requirements	2.6	4.0	High	Medium
Asset Management Plans	Not Substantially Progressed	1.1	3.0	High	Medium
Governance & Management	Not Substantially Progressed	0.7	3.0	High	Medium
Levels of Service	Not Substantially Progressed	1.3	3.0	High	Medium
Data & Systems	Not Substantially Progressed	1.2	3.0	Low	Low
Skills & Processes	Not Substantially Progressed	0.5	3.0	Low	Low
Evaluation	Not Substantially Progressed	1.2	4.0	Low	Low

Note: since this report was prepared, Asset Management Strategy has been updated and Asset Management Plans have been written.

### 2.3 Assessment Outputs

The outputs generated by the assessment are presented at Figures 2 – 5.

**Figure 2: Lachlan Shire Core Maturity Assessment Histogram**



**Figure 3: Lachlan Shire Core & Advanced Target Maturity Assessment Spider Diagram**

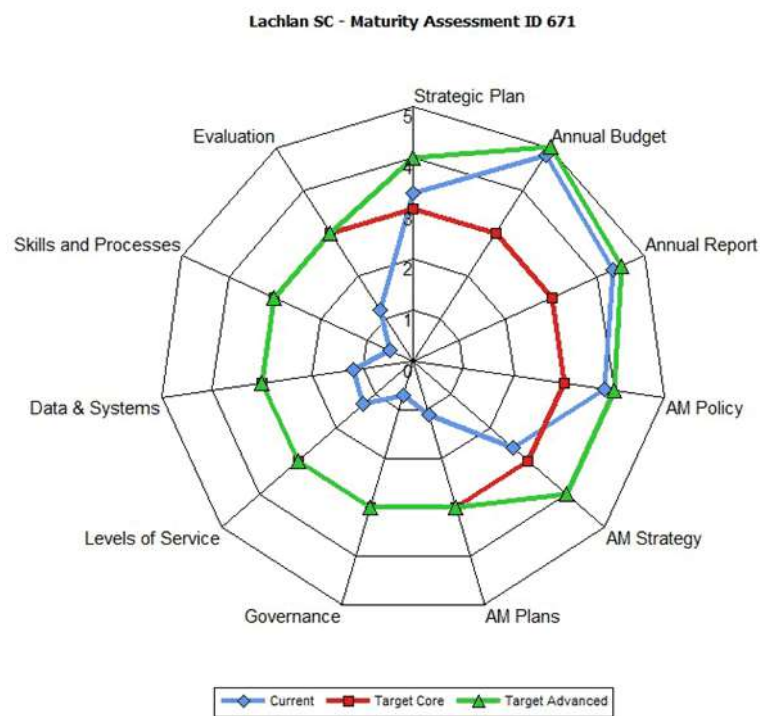


Figure 4: Lachlan Shire Core Risk Histogram

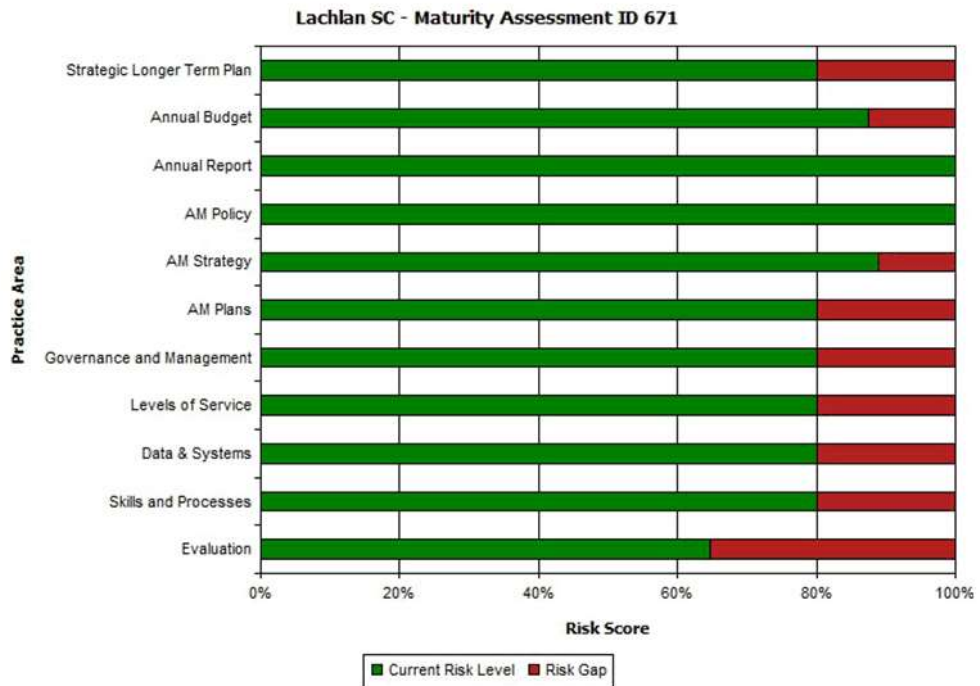
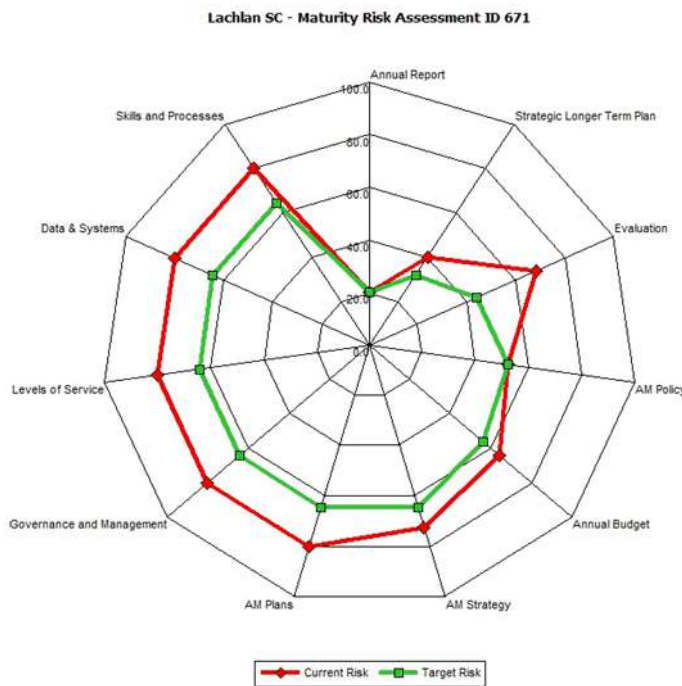


Figure 5: Lachlan Shire Core Risk Spider Diagram



## 2.4 Principal Assessment Comments and Improvement Actions

Table 2 records the principal comments and areas for improvement identified by the Shire for each assessment element. The table also includes observations from the desktop review of Council's IP&R documentation, which were presented to and discussed with Council during the pre-assessment briefing. The full Maturity Report of the assessment from which this table is derived is contained in Appendix 1.

**Table 2: Lachlan Shire Principal Assessment Comments and Improvement Actions**

Assessment Element	Area	Comments / Improvement Actions
<b>Strategic Longer-Term Plan</b> Score: 3.3 Meets Requirements	1. General: Integrated Planning & Reporting	<b>Comments:</b> (a) Largely as a result of legacy issues, the Shire recognises that the current status of its IP&R framework and documentation is varied and fragmented  <b>Actions:</b> (b) Council is taking action to redress this, and will continue to review the structure of its IP&R framework
	2. Community Strategic Plan	<b>Comments:</b> (a) Although strategic longer-term planning meets Core requirements and the CSP is generally a sound strategy, it is remarkable for what it doesn't say as much as for what it does say. A number of areas were identified for improvement  <b>Actions:</b> (a) Council to consider providing more high-level detail in the CSP in relation to how it proposes to achieve the strategic objectives (b) The community vision statement contained in the Delivery Plan (DP) will be included in the CSP (c) Vision statements under each CSP theme will be redesignated as strategic objectives (d) Council seek to more clearly express the needs of the community against analysis of the consultation process (e) Performance measures for CSP strategic outcomes are contained in the DP. These are to be referenced in the CSP under each theme (f) CSP to include a summary paragraph of the current position of the Shire and a description of the community's vision for its future



		state. This should briefly describe an overall direction for what needs to be done over the first four years of the Plan. (Good link to DP)
	3. Long-Term Financial Plan	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>(a) The reliability / dependability of the LTFP is diminished by the current lack of asset data and Asset Management Plans. New AMPs are under preparation, facilitated by a consultant (Common Thread)</li> <li>(b) Council does not prepare Service Plans for community services</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>(a) Council will document procedures that are being initiated for a whole-of-life costing regime and categorisation of capital expenditure</li> <li>(b) Council will consider the preparation of Service Plans, to inform the LTFP, for key community services. The extent of these plans should reflect the context of the Shire and service delivery needs</li> </ul>
	4. Financial Management & Accountability	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>(a) Council will consider developing a business process and procedure to determine the long-term financial, asset and service implications of capital decisions</li> </ul>
<b>Annual Budget</b> Score: 4.8 Meets Requirements	5. General	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>(a) Budget to include brief summary explanatory narratives</li> <li>(b) The budget will highlight the operational, maintenance and renewal impacts from capital works and contributed assets</li> </ul>
<b>Annual Report</b> Score: 4.3 Meets Requirements	6. Compliance	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>(a) Council complies in all respects to statutory / regulatory requirements, and Australian Accounting Standards</li> </ul>
	7. Review of Performance	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>(a) Council to include procedure in its annual reporting for inclusions of any effects of annual performance (and variations) on longer-term plans.</li> <li>(b) Council include a brief statement (or a nil statement) on the current <i>State</i></li> </ul>

		<p>of Assets and any impact on services</p> <p>(c) Council will include a statement on the progress of the DP and Operational Plan</p>
<p><b>Asset Management Policy</b></p> <p>Score: 3.8</p> <p>Meets Requirements</p>	8. General	<p><b>Comments:</b></p> <p>(a) Council has a strong Asset Management Policy, but has identified areas for improvement</p> <p><b>Actions:</b></p> <p>(a) AM Policy to require the adoption of AMPs that are informed by local government financial reporting frameworks as well as community consultation</p> <p>(b) Council to consider including a vision statement for the management of its assets</p> <p>(c) Council to consider adding the word 'policy' to the GM's responsibilities</p> <p>(d) AM Policy to include the need for Council to categorise reporting into operational, maintenance, renewal, upgrade and new expenditure classifications. This to be cross-referenced to the Asset Accounting Policy</p> <p>(e) Policy to include a statement preferencing asset renewal over new assets</p> <p>(f) Council to consider wording to more succinctly describe a basis for long-term integrated decision-making by the Council, and engagement of the community in the decision-making process. This should also include ways of holding Council to account to the community over Council's activities</p> <p>(g) Council will consider provisions for the Policy to guide informed political decisions that are informed by data, information and knowledge on trade-offs for economic, social, cultural and environmental consequences</p>
<p><b>Asset Management Strategy</b></p> <p>Score: 3.6</p> <p>Partially Meets Requirements</p>	9. Current Position	<p><b>Comments:</b></p> <p>(a) Current AM Strategy is dated 2012. In 2018, Council, with Common Thread, undertook a major review of its AM Strategy</p> <p><b>Actions:</b></p>



		<p>(a) In light of this assessment, Council will conduct a further review of the AM Strategy to satisfy itself that it has full ownership of the document, the Strategy reflects the context and policies of Council, and that Council has the necessary governance and management arrangements in place, and capacity and capability to actively manage, monitor and report upon its implementation</p> <p>(b) Council will ensure that the Strategy is consistent with this assessment element, implements the revised AM Policy, and is aligned with the CSP, LFTP, DP and OP, and Service Plans</p> <p>(c) Refer to item 25</p>
<p><b>Asset Management Plans (AMPs)</b> Score: 1.1 Not Substantially Progressed</p>	<p>10. Asset Registers</p>	<p><b>Comments:</b></p> <p>(a) It was noted that the transport, recreation and building asset registers have been verified in the last 12 months to a high degree of confidence</p> <p><b>Actions:</b></p> <p>(a) Council to complete verification of asset registers for water and sewer and plant and equipment, including ICT</p>
	<p>11. Current Position</p>	<p><b>Comments:</b></p> <p>(a) Current AMPs are dated 2012. In 2018, Council, with Common Thread, undertook major reviews of its AMPs</p> <p><b>Actions:</b></p> <p>(a) In light of this assessment, Council will conduct further reviews of the AMPs to satisfy itself that it has full ownership of the documents, the Plans reflect the context and policies of Council, and that Council has the necessary governance and management arrangements in place, and capacity and capability to actively manage, monitor and report upon their implementation</p> <p>(b) Council will ensure that the Plans are consistent with this assessment element, implement the revised AM Strategy, and are aligned with the AM Policy CSP, LFTP, DP and OP, and Service Plans</p>

	<p>12. 2018 AMP Reviews &amp; Content</p>	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>(a) In relation to the particular observations from this assessment, Council will consider the following in the reviews of its AMPs:</li> <li>(b) The level of community consultation</li> <li>(c) The duration of the plans</li> <li>(d) The hierarchy for each asset group</li> <li>(e) Reconfiguration of condition tables to include a column for 'desired condition'</li> <li>(f) A common understanding of 'remaining useful life'</li> <li>(g) Identification of critical and significant assets, and conducting risk assessments</li> <li>(h) Include information, including actions and costs to provide defined levels of service in the most cost-effective manner. (Longer-term aspiration)</li> <li>(i) Impacts of external influences on assets and services</li> <li>(j) Life-cycle costs</li> <li>(k) Inclusion of cash flow forecasts for forward programs</li> <li>(k) Link asset performance and utilisation measures and targets to levels of service. (Longer-term aspiration)</li> <li>(l) Asset rationalisation and disposal programs. (Longer-term aspiration)</li> <li>(m) Consider non-asset service delivery solutions. (Longer-term aspiration)</li> <li>(n) Recognise changes in service potential of assets through projections of asset replacement costs, depreciated replacement cost and depreciation expense. (Longer-term aspiration)</li> <li>(o) Results of 2017 climate change risk assessments to be fed into AM Strategy</li> <li>(p) Inclusion of financial requirements to meet target levels of service</li> </ul>
<p><b>Governance &amp; Management</b></p>	<p>13. Governance &amp; Management Arrangements</p>	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>(a) No central governance arrangements. Asset Management governance is unstructured and fragmented through</li> </ul>

Score: 0.7 Not Substantially Progressed		individual function areas
	14. AM Improvement Plan	<b>Actions:</b> (a) The outcome of this assessment will form the basis for AM improvement planning, which will be incorporated into the Common Thread project.
	15. Cross-Functional / Multi - Disciplinary AM Steering Committee(s)	<b>Comments:</b> (a) No formal committee(s) to steer / oversee AM across the organisation <b>Actions:</b> (a) To be implemented with detailed Terms of Reference
	16. Promotion & Involvement of AM across Council	<b>Comments:</b> (a) Council does not have a formal process to promote and involve AM across Council. This will require a Council-wide cultural change <b>Actions:</b> (a) Internal processes to be formalised to promote AM, including to elected members (b) Council to consider arranging AM training / professional development courses for Elected Members, Senior and Management level staff. (UTS to provide information to Council) (c) Ensure council-wide roles, responsibilities and accountabilities in AM are understood and appropriately documented
	17. Capital Investment Decision - Making Process	<b>Actions:</b> (a) Council to document a process and guidelines for making capital investment decisions. Also covered by AM Policy
	18. Staff structure	<b>Actions:</b> (a) Council will more clearly define, including through the use of a matrix or policy, asset management functions, responsibilities and skills requirements within a formalised staff structure and position descriptions, including for determining service levels and service delivery
	19. High-level Oversight	<b>Actions:</b> (a) Council will review existing oversight mechanisms and formalise

		as necessary.
	20. Internal Audit Committee	<b>Actions:</b> (a) Council to consider expansion of ARIC scope and impending legislation changes
	21. State of the Assets Reporting	<b>Actions:</b> (a) Council will review its internal reporting and ongoing reporting to Council
	22. Cost / Benefit Assessments	<b>Actions:</b> (a) Council will formalise a process for prioritising works based on cost / benefit assessments with resource implications reflected into the Long-Term Financial Plan
	23. Levels of Service	<b>Comments:</b> (a) Not currently determined. See LOS section
	24. Infrastructure Asset Hierarchy	<b>Comments:</b> (a) Asset categories defined in Council's Asset Accounting Policy <b>Actions:</b> (a) Asset categories to be used as the basis for reporting
	25. Accountability Mechanisms	<b>Actions:</b> (a) Council to include these in AM Strategy
	26. Bottom-Up & Top-Down Feedback	<b>Actions:</b> (a) Council to consider as a longer-term action
	27. Common AM Service Purpose & Focus	<b>Comments:</b> (a) Currently within Council's thinking <b>Actions:</b> (a) To be considered as part of Council's general service level management review
<b>Levels of Service (LOS)</b> Score: 1.3 Not Substantially Progressed	28. LOS	<b>Comments:</b> (a) LOS exist in some areas but are generally fragmented (b) Transport levels of service are formalised, documented and endorsed by Council (c) Technical LOS are incorporated into third party maintenance and management contracts within some

		<p>areas of Council</p> <ul style="list-style-type: none"> <li>(d) LOS reporting is ad hoc</li> <li>(e) Council does not have maintenance, operational or capital service level renewal procedures</li> <li>(f) Levels of service are informally defined but not included in AMPs</li> <li>(g) Council reviews its levels of service with the community through its Community Engagement and Communications Strategy, CSP reviews and ad hoc through the DP</li> <li>(h) Council is currently undertaking a communications audit</li> <li>(i) Council responds to customer feedback and requests through its CRM</li> <li>(j) Council is currently assessing costs associated with service provision</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>(a) Council will review each service provided to the community and consider documenting formal levels of service where appropriate and identifiable</li> <li>(b) Council to consider the development of service plans for key services</li> <li>(c) Council to document a process for (g) above</li> <li>(d) Council will consider how to report the cost of maintenance and operational activities against levels of service</li> <li>(e) Council to develop and document processes for defining, quantifying and documenting current community and technical LOS, and costs of providing them</li> <li>(f) Council to consider use of CRM for trend analysis</li> <li>(g) Council will consider use of population demographic change projections in future CSP reviews</li> <li>(h) Council will progress with assessing costs associated with service provision (ref. (j) above)</li> </ul>
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<p><b>Data &amp; Systems</b> Score: 1.2 Not Substantially Progressed</p>	<p>29. Asset Replacement and Treatment Unit Rates</p>	<p><b>Actions:</b> (a) AMPs to contain a record of when unitrates are updated</p>
<p><b>Skills &amp; Processes</b> Score: 2.6 Partially Meets Requirements</p>	<p>30. Asset Data Management Procedures</p>	<p><b>Actions:</b> (a) Council to check data is collected for all assets and formally document these procedures</p>
	<p>31. AM Training Programs</p>	<p><b>Comments:</b> (a) No programs for Councillors. (b) Ad hoc training of Executive Management. (c) Consultants engaged for developments in industry practice. <b>Actions:</b> (a) Council to establish training programs for Councillors. (b) See item 26 Action (b)</p>
	<p>32. External Stakeholder Communication</p>	<p><b>Actions:</b> (a) Council to review how it communicates the financial implications of AMPs to external stakeholders</p>
	<p>33. Handover of Assets</p>	<p><b>Actions:</b> (a) Council to develop and document a process for hand-over and take-over all asset classes to asset custodians / asset owners / facility operators</p>
	<p>34. Recording of Data</p>	<p><b>Actions:</b> (a) Council to develop and document a process for collection and recording of data for new and contributed assets in the AM system</p>
	<p>35. AM Skills &amp; Knowledge</p>	<p><b>Actions:</b> (a) Council to construct an AM skills matrix</p>
	<p>36. Risk Management</p>	<p><b>Comments:</b> (a) Council currently developing a Business Continuity Plan</p>
	<p>37. AMP Reviews</p>	<p><b>Actions:</b> (a) Council to schedule consistent review periods</p>
	<p>38. Critical Roles</p>	<p><b>Actions:</b> (a) Council to develop contingency</p>

		plans for turnover / absence of staff in critical roles
	39. Best Practice O&M Training	<b>Comments:</b> (a) Restricted by funding availability / allocation
	40. Reporting Asset-Related Issues	<b>Actions:</b> (a) Council to develop a council-wide process to enable reporting of asset issues to other service areas
	41. AMP Updates	<b>Actions:</b> (a) Council to develop a process to ensure AMPs are updated to reflect: <ul style="list-style-type: none"> <li>• Outcomes of Service Delivery Reviews; and</li> <li>• Council's current financial position following each Annual Budget cycle</li> </ul>
<b>Evaluation</b> Score: 2.3 Partially Meets Requirements	42. Formal Evaluation Process	<b>Comments:</b> (a) No formal evaluation process in place  <b>Actions:</b> (a) Council to develop and document a formal evaluation process to include, where lacking and considered appropriate by Council, the areas of this assessment element

**10.2 FY21/22 ROADWORKS MONTHLY UPATE FOR APRIL****TRIM Number: R22/126****Author: Manager - Roads****PURPOSE**

The purpose of this report is to provide a summary of road works undertaken by the Infrastructure Services Department which were completed in April, works in progress in the month of May and works scheduled for the month of June 2022. The execution and completion of works varies depending on resource availability, weather conditions, work priorities and unforeseen circumstances.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Advice has been received that Council's application to the Federal Government's Remote Roads Upgrade Pilot Program for gravel re-sheeting on SR 91 Marsden Road was unsuccessful. A list of successful projects has not been supplied at this stage.

Recent rain both locally and elsewhere has delayed the road construction program as construction work has not been possible in wet weather. Contractors have been delayed completing work in other locations and have therefore been unavailable to undertake work locally.

**ISSUES AND COMMENTS****Road Construction**

MR 57N The Bogan Way – Tullamore to Albert. The road shoulders have been prepared for sealing. Delay in sealing of the shoulders due to unavailability of the sealing contractor has meant that recent rain has adversely affected the shoulders and further preparation work will be required.

MR 57S Lachlan Valley Way and The Gipps Way. The first twenty-four of the 130 culverts have been delivered to site for Smythes culvert. McMahon Services, contractors for culvert installation, have been onsite in early May to undertake preliminary planning work. Their intention is to use local contractors as much as possible for excavation and concrete work. The NBN and Telstra cables are currently being relocated to enable the intersection to be realigned. As noted above unavailability of the sealing contractor has delayed sealing of the side tracks.

SR 230 Lachlan Valley Way. Gravel carting for road pavement construction is in progress and will continue for the next few weeks – weather permitting.

Maitland Street/Boona Road intersection. The realignment of the intersection and final section of widening on Maitland Street will commence following the sealing of The Bogan Way.

McDonnell/Molong/William Streets – Condobolin School Precinct. Removal of existing kerb and gutter and installation of new kerb and gutter is in progress.

Visitor Information Centre carparks. Backfilling of kerb and gutter and formation of carparks to finished level is currently being undertaken.

**Road Maintenance**

Minimal road maintenance grading has been undertaken during April with resources being allocated to flood damage repairs required as a result of the November – January event. To date expenditure on this event is in excess of \$750k with repairs still required on parts of the road network.



Routine road maintenance for the remainder of the financial year will continue to be reduced, due to relatively high expenditure levels (see graphs in Financial Section of this report). Staff will be allocated to capital works and flood damage response as much as practical.

### Works undertaken in April

- **Heavy patching, re-sheeting and grade water and roll undertaken on the following unsealed roads**
  - All Roads
    - nil
  
- **Road and culvert reconstruction and sealing undertaken on the following roads**
  - Main Roads
    - MR 57NN The Bogan Way - FCR/Block grant – 11 km of widening from railway crossing at Tullamore, north to end of previous section has been completed, ready for sealing
    - MR 57S Lachlan Valley Way/The Gipps Way – Regional NSW/Block grant – 24 culverts delivered for Smythes culvert
    - MR 57S The Gipps Way – FCR/Block grant – Nerathong bridge replacement detailed design complete, precast components being manufactured
  - Shire Roads and Town Streets
    - SR 230 Lachlan Valley Way – FLR/RTR – road formation complete for 10 km of seal extension, gravel carting has commenced
    - Condobolin School Precinct – FLR/RTR – 462m kerb and gutter replaced in McDonnell St, Molong St and William St. Replacement is ongoing.
    - Visitor Information Centre – Regional NSW – 1,446m of new kerb and gutter has been installed. Backfilling of kerb and gutter and completion of car park formation is in progress.
  
- **Road reseals/sealing**
  - All Roads
    - nil
  
- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following unsealed roads**
  - Main Roads
    - nil
  - Shire Roads
    - SR 5 Lansdale Road – slashing
    - SR 108 Fosters Lane – flood damage repairs
    - SR 109 Ungarie Road – flood damage repairs
    - SR 110 Euglo Trig Road – flood damage repairs
    - SR 145 Imries Lane – flood damage repairs
    - SR 146 Glasgows Lane – flood damage repairs
    - SR 147 Four Corners Road – flood damage repairs

- SR 181 Pidgeons Road – flood damage repairs
  - SR 183 Killawarra Road – flood damage repairs
  - SR 185 Yelkin Road – flood damage repairs
  - SR 230 Jumble Plains Road – minor maintenance grading
  - SR 255 Tottenham Tip Road – slashing
  - SR 341 Jones Lane – slashing
  - SR 342 Worthington Lane – slashing
  - SR 344 Browns Lane – slashing
  - SR 403 Worlands Road – flood damage repairs
  - SR 1007 Begargo Road – flood damage repairs
  - SR 1169 Bobadah Road – maintenance grading
  - SR 1347 Albert Road – maintenance grading
- **Shoulder grading/slashing/vegetation control and patching undertaken on the following sealed roads**
    - Main Roads
      - MR 57S The Gipps Way – intersection failure, temporary repairs
      - MR 57N Fifield Road – pothole patching
      - MR 57NN The Bogan Way – pothole patching/slashing
      - MR 231 Wyalong Road – pothole patching
      - MR 347 Dandaloo Road – pothole patching
      - MR 501 Lachlan Valley Way (Lake to Hillston) – slashing
      - RR 7513 Lake Cargelligo Road – intersection failure, temporary repairs
    - Shire Roads
      - SR 3 Tabratong Crossing Road – vegetation control
      - SR 10 Meadowview Road – slashing
      - SR 341 Gum Bend Road – slashing
      - SR 1169 Bobadah Road – pothole patching

### **Works in progress May 2022**

- **Heavy patching, re-sheeting and grade water and roll in progress on the following unsealed roads**
  - Main Roads and Shire Roads
    - nil
- **Road and culvert reconstruction and sealing in progress on the following roads**
  - Main Roads
    - MR 57NN The Bogan Way - FCR/Block grant – 11 km of widening from railway crossing at Tullamore north to end of previous section, repair to damage caused by recent rain
    - MR 57S The Gipps Way – FCR/Block grant – Nerathong bridge replacement manufacture of precast units continuing

- Shire Roads
  - SR 230 Lachlan Valley Way – FLR/RTR – gravel carting and pavement construction continuing
- Town Streets
  - Maitland St/Boona Road intersection – culvert replacement and intersection realignment, with final widening of Maitland Street
  - Condobolin School Precinct – FLR/RTR - Kerb and gutter replacement on McDonnell St, Molong St and William St continuing. Road reconstruction will commence
  - Harding Ave, Busby St – FLR – Kerb and gutter replacement will commence
  - Visitor Information Centre – Regional NSW – carpark formation
- **Road reseals/sealing**
  - Main Roads
    - MR 57NN The Bogan Way - FCR/Block grant – 11 km of shoulder sealing and full reseal – reseal maybe be delayed till September due to cold weather
    - MR 57S The Gipps Way and Lachlan Valley Way – Regional NSW/Block – primer seal on detours for Smythes and Murie culverts
  - Shire Roads
    - nil
- **Maintenance grading/sucker removal/storm damage repairs in progress on the following roads**
  - Main Roads
    - nil
  - Shire Roads
    - SR 78 The Toffs Road – flood damage repairs
    - SR 94 Diggers Road – flood damage repairs
    - SR 97 Driftway Road – flood damage repairs
    - SR 101 Corinella Road – maintenance grading
    - SR 148 Halls Road – flood damage repairs
    - SR 152 Thomas Lane – flood damage repairs
    - SR 361 Shanklin Lane – maintenance grading
    - SR 382 Bloomfield Road – maintenance grading

1.

- **Shoulder grading/slashing/vegetation control and patching in progress on the following sealed roads**
  - All Roads
    - nil

**Works planned for June 2022**

- **Heavy patching, re-sheeting and grade water and roll to be undertaken on the following unsealed roads**
  - Main Roads

- Nil
- Shire Roads
  - SR 45 Boona Road – RTR – gravel re-sheeting 3 km (part of FY22/23 program)
  - SR 46 Carawatha Road - gwr
- **Road resealing/sealing**
  - All Roads
    - nil
- **Road and culvert reconstruction and sealing to be undertaken on the following roads**
  - Main Roads
    - MR 57S Lachlan Valley Way – reconstruction from Utes in Paddock entrance to Murie culvert location. Installation of Smythes and Murie culverts to commence
    - MR 57S The Gipps Way – FCR/Block grant – Nerathong bridge replacement manufacture of precast components continuing
    - MR 461 Henry Parkes Way/Maitland St and Silo Roads – HVSP/Block grant widening.
  - Shire Roads
    - SR 230 Lachlan Valley Way – FLR/RTR - road construction for 10 km of seal extension
  - Town Streets
    - Visitor information centre – Regional NSW – completion of carpark construction
    - Busby St/Harding Ave, Condobolin – FLR – kerb and gutter replacement and street reconstruction
    - Condobolin School Precinct – kerb and gutter, footpath replacement and street reconstruction with safety improvements
    - Officers Parade – FLR – stormwater installation
- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following roads**
  - All Roads
    - As urgent issues require and as budget is available.
- **Shoulder grading/slashing/vegetation control and patching undertaken on the following sealed roads**
  - All Roads
    - As urgent issues require and as budget is available

**FINANCIAL AND RESOURCE IMPLICATIONS**

<b>CONSTRUCTION PROJECTS</b>					
<b>Regional Roads</b>					
<b>Project</b>	<b>Budget</b>	<b>Funding source</b>	<b>Expend to date</b>	<b>Forecast Expend</b>	<b>Comments</b>
Regional Roads, reseals	\$447k	TfNSW Block Grant	\$386k	\$447k	8 of 10 segments on Fifield Road completed. Cold weather will prevent further work being undertaken.
Regional Roads, heavy patching	\$50k	TfNSW Block Grant	\$127k	\$127k	Patches completed on Fifield Road and The Bogan Way, north of Tottenham
MR 461 William St / MR 57S Lachlan St intersection reconstruction	\$260k	TfNSW Block Grant \$150k, RTR \$110k	\$19k	\$20k	Design still be finalized. Due to commitment on other projects work will not commence until FY22/23.
MR 371 Foster St, Lake Cargelligo, Lake St to Lorne St reconstruction	\$3.6m	FY 21/22 and FY 22/23 RTR \$500k, State Government funding \$2,800k, LRCI \$300k	\$12k	\$1.635m	Contractor undertaking preliminaries in preparation for site establishment.
MR 57N The Bogan Way, widening 28 km	\$2.985m	FCR \$2.686m, TfNSW Block Grant \$299k	\$965k in FY20/21, \$1,381k in FY21/22 <b>Total \$2.319m</b>	\$2.985m	Shoulder widening underway on last 12 km at Tullamore end of project
MR 57S The Gipps Way, Nerathong Bridge replacement	\$2.808m	FCR \$2.387m, TfNSW Block Grant \$421k	\$89k in FY20/21, \$142k in FY21/22 <b>Total \$231k</b>	\$2.808m	Detailed design has been finalised. Construction of precast components in progress.

MR 575, MR 377, Condobolin Freight Betterment and Visitor Centre road works	\$1.203m FY20/21, \$8.196m FY21/22	Funding for FY21/22: Regional NSW funding \$5,971k, TfNSW Block grant \$1,553k, TfNSW Repair \$400k, RTR \$272k	\$1.235m pre 1 July 2021. \$1.419m in FY21/22 <b>Total \$2.654m</b>	\$9.399m	Culverts installed in Visitor information centre parking areas and formation being brought to final level ready for installation of kerb and gutter. Original contractor for Smthyes and Murie culverts has withdrawn and negotiations are in progress with alternate contractor.
MR 461 Henry Parkes Way intersection upgrades, MR 7521 Kiacatoo Road and SR 340 Silos Road	\$516k	HVSP \$258k, TFNSW Block Grant \$208k, Graincorp \$50k	\$102k	\$516k	Intersection construction work will commence when staff resources are available.

### CONSTRUCTION PROJECTS

#### Local Roads

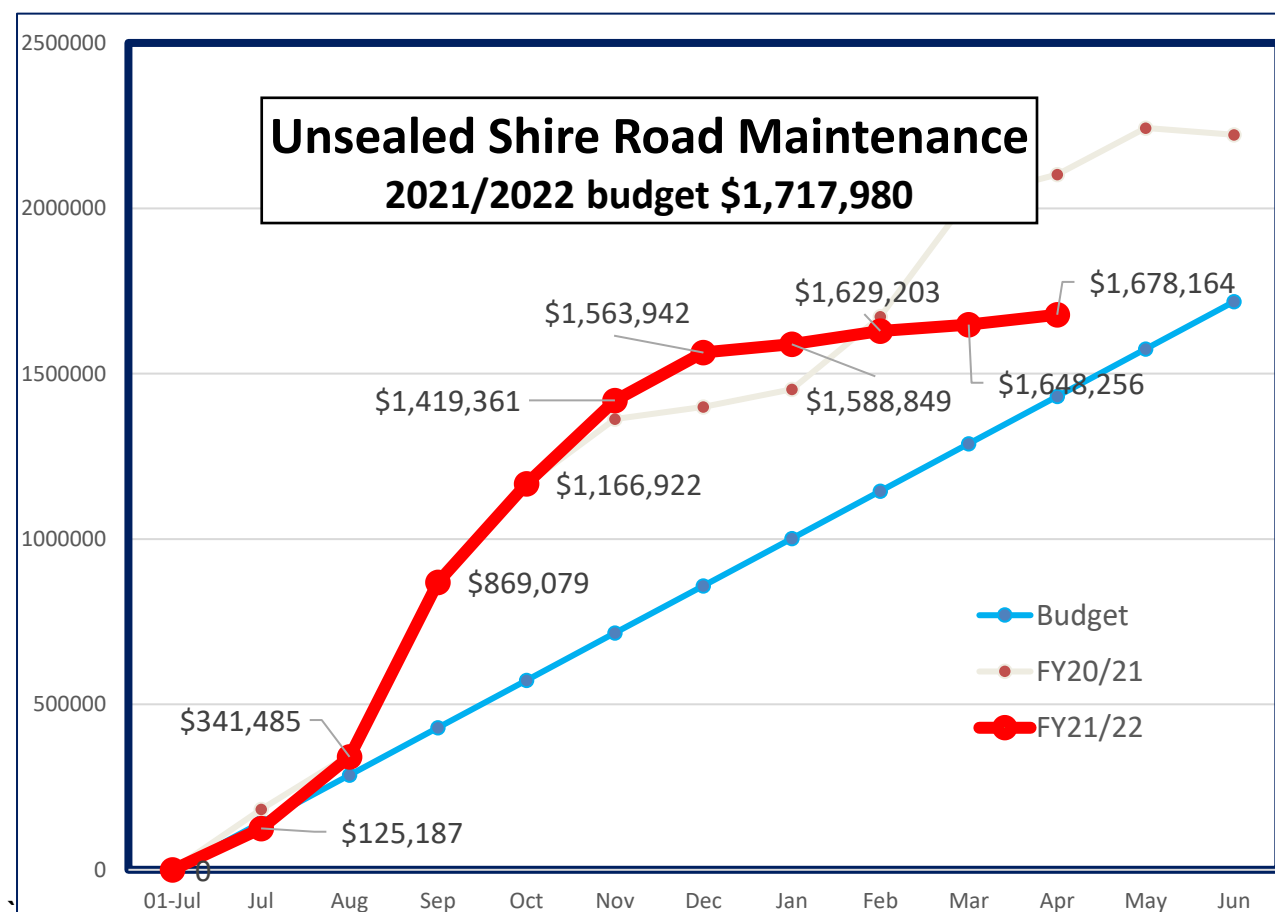
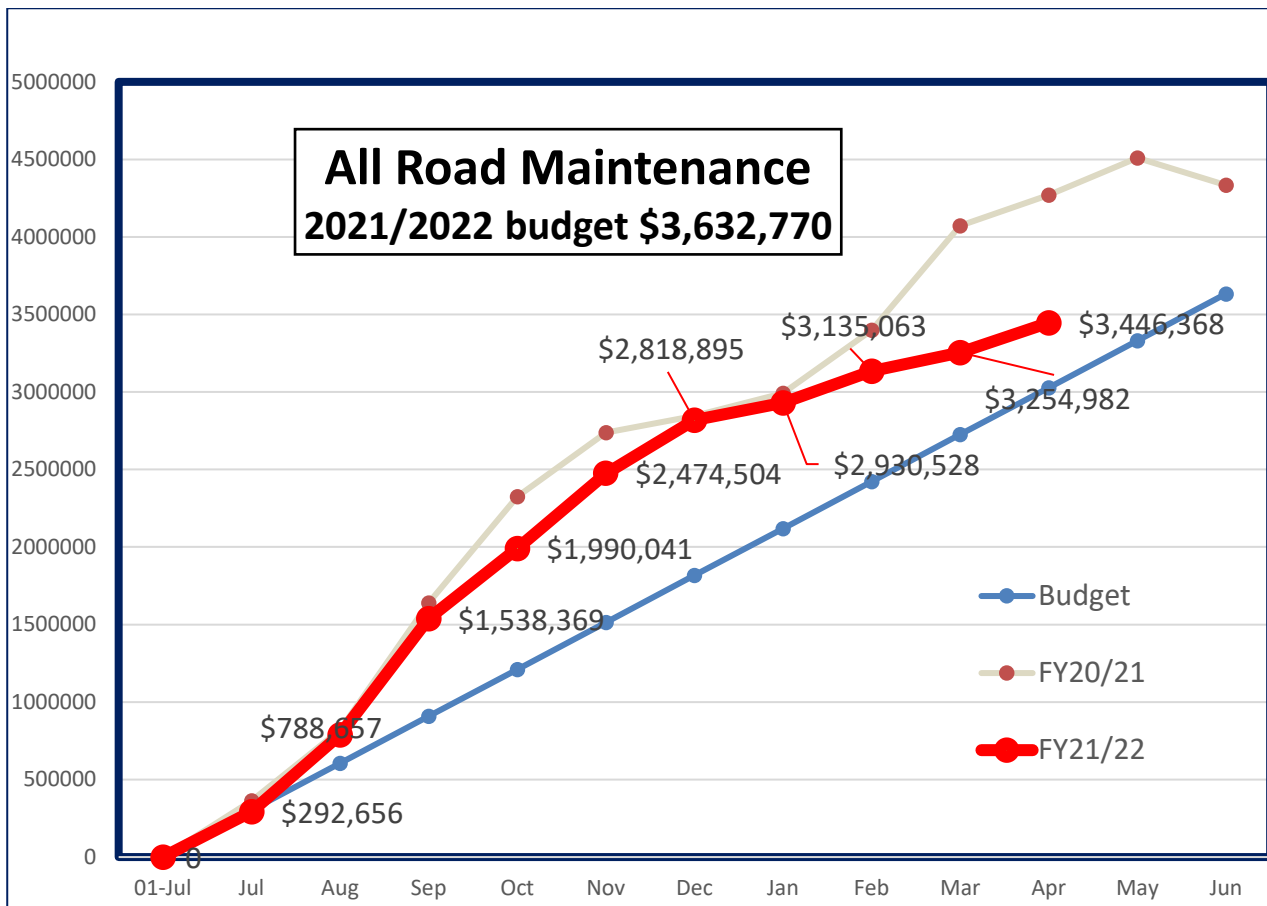
CONSTRUCTION PROJECTS	Budget	Funding source	Expend to date	Forecast Expend	Comments
Local Roads reseals/ heavy patching					
SR 3 Tabratong Crossing Road			\$64k		600 m heavy patch with primer seal. <b>Complete</b>
SR 74 Derriwong Road			\$109k		2.6 km of shoulder re-sheeting and 4.0m wide reseal. <b>Complete</b>
SR 124 Crown Camp Road			\$127k		600 m reconstruction and widen and seal. <b>Complete</b>
<b>Total</b>	\$280k	FAG Roads \$280k	<b>\$300k</b>	\$280k	Over expenditure to be funded from the FAG grant
Local Roads Gravel re-sheets					
SR 106 Fitzgerald Road			\$14k		<b>Complete</b>
SR 124 Crown Camp Road			\$223k		<b>Complete</b>
<b>Total</b>	\$200k	Special Rate Variation \$200k	<b>\$237k</b>	\$237k	Over expenditure to be funded from the FAG grant

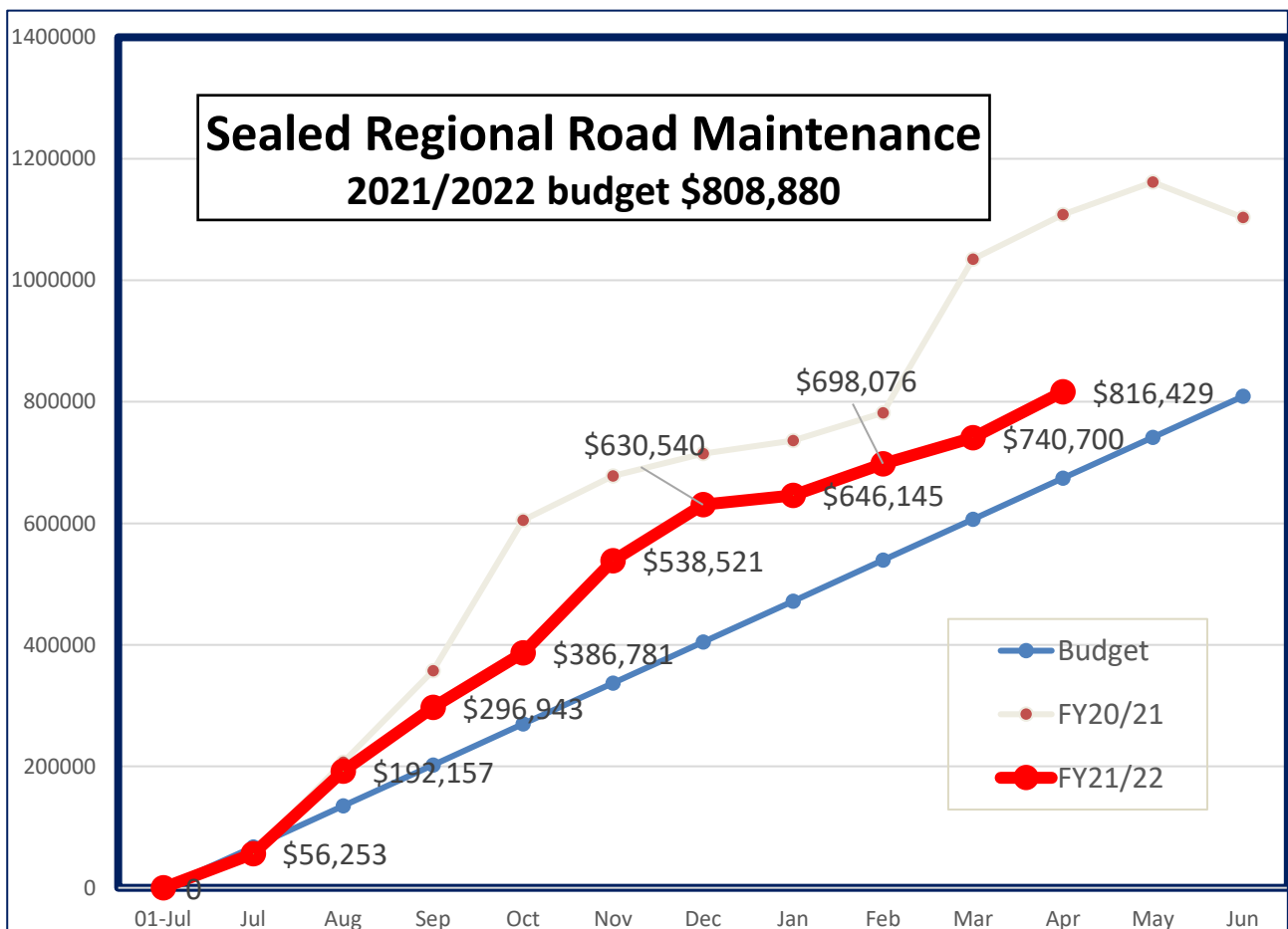
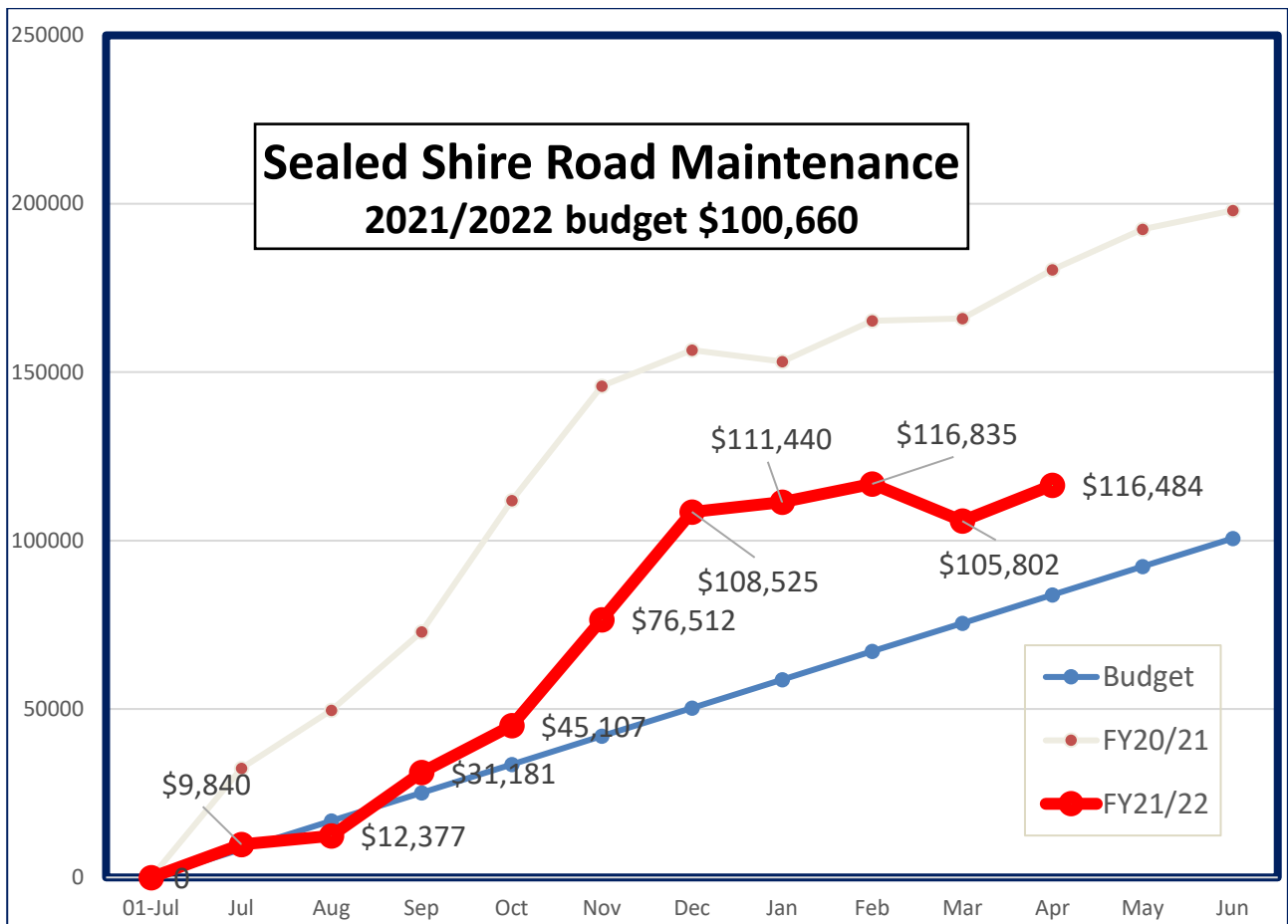
Grace Street, Lake Cargelligo, reconstruction and widen	\$600k	RTR	\$581k	\$600k	Vehicle crossing work to be completed
SR 1029 Tullibigeal Road, extend seal 26km - stage 1 & 2 combined	\$4.173m	FRC \$1,868.5k, RTR \$2,264.5k, <b>Total \$4.133m</b>	\$2,919k pre 1 July 2021, \$1,132k FY21/22, <b>Total \$4.051m</b>	\$4.051m	<b>Complete</b>
Maitland Street HV upgrade	\$1.422m	FRC \$765k, RTR \$657k	\$1,020k pre 1 July 2021, \$238k in FY21/22, <b>Total \$1.258m</b>	\$1.422m	Both sets of culverts at Boona Road intersection have been replaced. Intersection reconstruction will commence when resources are available
SR 120 Merribogie Road widen and reseal	\$1.4m	Fixing Local Roads \$1,260k, RTR 140k	\$649k	\$1.4m	3 km of road has been reconstructed, widened and sealed. Work will commence on remaining 4 km when resources are available
SR 230 Lachlan Valley Way, 10 km seal extension	\$1.3m FY20/21, \$700k FY21/22	Fixing Local Roads \$1.9m, RTR \$100k	\$169k	\$1.3m	Initial formation work in progress
Busby St/Harding Ave reconstruction	\$800k	Fixing Local Roads	\$5k	\$800k	Waiting for availability of kerb and gutter contractor
Condobolin School Precinct	\$1.680m	Fixing Local Roads \$1,360k, RTR \$50k, FAG Roads \$270k	\$269k	\$1.811m	462m of new kerb and gutter constructed in McDonnell St, Molong St -north side and Williams St. Work continuing
Officers Parade upgrade	\$1.0m	Fixing Local Roads \$600k, RTR \$400k	\$91k	\$1.0m	Waiting for availability of kerb and gutter contractor

**FUNDING SOURCES**

<b>Funding Source</b>	<b>Amount</b>	<b>Contribution</b>	<b>% spent</b>	<b>Used by</b>	<b>Comments</b>
Roads to Recovery	\$2.637m	100% Federal grant	54.4%	30-Jun	Year 3 of five year program. Unspent allocation will be carried over for FY22/23
TfNSW Block and Supplementary Grants	\$3.132m	100% TfNSW	65.0%	30-Jun	TfNSW confirmed budget unchanged from FY19/20 and FY20/21
TfNSW Traffic Facilities	\$147k	100% TfNSW	116.0%	30-Jun	Overspend to be funded from TfNSW block grant
TfNSW repair	\$400k	100% TfNSW	0%	30-Jun	TfNSW funding confirmed for Lachlan Valley Way/Gipps Way intersection realignment
FAG Roads	\$3.28m	100% Federal grant	87.3%		To reserve if not used by 30 June.







**LEGAL IMPLICATIONS**

Roads Act 1993 and Roads Regulations 2008

**RISK IMPLICATIONS**

Delays with the supply of goods and the lack of availability of contractors is the major risk at present for the continuation of the capital works program. This has been minimised by getting contracts in place for specialised construction work and the early ordering of goods such as concrete pipes and culverts. However, some delays are still occurring as the road construction industry is extremely busy.

**STAKEHOLDER CONSULTATION**

Roads to Recovery grant program officers, TfNSW Parkes Regional Office, Restart NSW program officers. Media Releases and Council news columns will continue to update the community on works that are likely to cause significant traffic impacts. Targeted stakeholder updates will be completed for large urban improvement projects.

**OPTIONS**

Continue to plan and implement the roads program as staff and contractors are available, and as weather conditions permit.

**CONCLUSION**

Work priorities until end of June will be capital projects and flood damage restoration work.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP No. 3.1 Efficient transport networks that meet community and business needs.

Transport Asset Management Plan

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That

1. The Director of Infrastructure Service Report No. R22/126 be received and noted.

**10.3 FY21/22 UTILITIES MONTHLY UPDATE FOR APRIL**

**TRIM Number:** R22/131

**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. Items listed are works undertaken for April, in progress for the month of May and forecast for the month of June 2022.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Lachlan Shire Council is responsible for a suite of capital and operational works associated with the provision of water and sewerage services. This report provides status updates on projects and programmes of significance and interest to Council and stakeholders.

**ISSUES AND COMMENTS**

**Condobolin**

2. Project	3. Progress
RNSW 1879 Condobolin Water Supply Upgrade Scoping Study  RNSW 1880 Condobolin Sewerage Scheme Scoping Study	<ul style="list-style-type: none"> <li>• The first monthly meeting with Water Infrastructure NSW (WINSW) took place on 6 May 2022.</li> <li>• The meeting resolved for WINSW to prepare the collaborative delivery model and offer Council the opportunity to enter into the Delivery Partner Deed in delivering the related SSWP Projects.</li> </ul>
RNSW 755 Condobolin Bore Fields II	<ul style="list-style-type: none"> <li>• Natural Resources Access Regulator (NRAR) have indicated their support to allow Council to extract 400ML/year for each bore or 800ML/year for a total extraction from both bores. This is equivalent to the demand under Level 2 Water Restrictions.</li> <li>• The land matters are continuing to be resolved and require resolution before the NRAR approval can be finalised.</li> </ul>
DWS072 Condobolin Drought Water Security Project	<ul style="list-style-type: none"> <li>• Contract 1: Pipeline – construction of the 28km of the bore pipeline has been completed. Testing and commissioning of the pipeline will wait until the under bore contract is completed.</li> <li>• Contract 4: Under bore – the underbore beneath Goobang Creek/Chinamans Bridge was completed on 9 May. Breakdown of the drill rig has caused delays to the underbore of the Lachlan River. A replacement drill rig has been sourced and should allow work to recommence 23 May (weather permitting).</li> <li>• Contract 5: Transfer Pump Station – RFT2022/6 was released on Thursday 5 May and closes on Tuesday 31 May. It is aimed to present the Tender Evaluation Report to Council at its June meeting.</li> </ul>
Lachlan St Sewer Pump Station – Concept and Detail Design Upgrade	<ul style="list-style-type: none"> <li>• A site visit by PWA designer was undertaken on 12 April.</li> <li>• The concept design will determine the possibility in turning the existing dry well into the wet well. If the existing dry well is not in</li> </ul>

	good condition then a new wet well pump station has to be built within the vicinity of the existing infrastructure.
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**Lake Cargelligo**

4. Project	5. Progress
6. Lake Cargelligo STP – Screen Extractor	<ul style="list-style-type: none"> <li>Due to the wet weather, the construction of a new concrete slab is delayed.</li> </ul>
7. Lake Cargelligo WTP – western chemical evaporation pond desilting and upgrade works	<ul style="list-style-type: none"> <li>This project has been awarded to Curtis Barrier International. This is the same company that undertook the desilting and upgrade works in the eastern chemical evaporation pond.</li> <li>The wet weather may delay this project due to the rain that makes the sediment in the chemical evaporation pond become a slurry.</li> </ul>
8. Lake Cargelligo Reservoir No.1 (4ML) and 16 Mile Reservoir Remediation	<ul style="list-style-type: none"> <li>The condition assessment works are proposed to be carried out by mid-June 22.</li> </ul>

**Tottenham**

Project	Progress
RNSW 841 Tottenham Water Supply	<ul style="list-style-type: none"> <li>Awaiting proposals from PWA to undertake the design works for the following:                             <ul style="list-style-type: none"> <li>New 1.15ML Reservoir at Albert</li> <li>Rectification of the Leg O Mutton Dam Expansion</li> <li>Telemetry upgrades along the B-section pipeline</li> </ul> </li> </ul>
Tottenham Reservoir Remediation	<ul style="list-style-type: none"> <li>Preparation is currently underway for the sealing of Tottenham Reservoir. It is planned to conduct a trial in by-passing Tottenham Reservoir and relying on the B-section pipeline to supply Tottenham Township.</li> <li>If the trial succeeds, the sealing works is proposed to start in early June 22.</li> </ul>
Tottenham WTP Upgrade	<ul style="list-style-type: none"> <li>Quotations to replace the existing clear water tanks and to remove the existing unused chemical tank are being evaluated by Council staff.</li> </ul>

**Shire Wide**

Project	Progress
RNSW 842 Sewage Effluent Reuse Management System (Lake Cargelligo, Condobolin & Tottenham)	<ul style="list-style-type: none"> <li>Project extension has been approved. New project deadline is 2/2/2024.</li> <li>The first draft of the concept design for the Tottenham Racecourse irrigation has been received. A design coordination meeting is arranged at the end of May 22 to discuss the concepts.</li> </ul>
Integrated Water Cycle Management (IWCM) Strategy	<ul style="list-style-type: none"> <li>The first draft of the IWCM Issues Paper is currently being reviewed by Council staff.</li> </ul>

## **FINANCIAL AND RESOURCE IMPLICATIONS**

All projects are listed as per the Delivery and Operational Plan 2021/22.

## **LEGAL IMPLICATIONS**

In the Condobolin, Lake Cargelligo, Tottenham and Albert water supply schemes, sufficient high quality drinking water, which meets the standards prescribed in the Australian Drinking Water Guidelines (ADWG), is being supplied to the community. The day to day operation of Council's water supply system is governed by DPE and the backwash discharge from the water treatment plant is administered by the EPA.

Non-potable water continues to be supplied to Tullibigeal, Fifield and Burcher.

Lachlan Shire Council is providing sewerage services to communities across the shire. The day to day operation of the sewerage services is governed by DPE and the effluent discharge from the sewerage treatment plant is administered by the EPA. There are significant risks should Council fail to achieve satisfactory outcomes in the following areas:

- Water quality
- Water quantity
- Effluent discharge quality
- Workplace Health & Safety
- Environmental Impacts

Council has systems in place to mitigate all risks in the form of trained personnel, documented work systems and routine audits and reports to various NSW Government Departments. Water and effluent quality are checked regularly to identify any deviation from the current guidelines and standards.

## **RISK IMPLICATIONS**

Risk associated with the engagement of PWA is addressed by the formation of a project steering committee with INSW, DPE, PWA and Council staff representation.

Council senior staff regularly attend NSW Government agency meetings to keep updated on issues affecting water supply to the Lower Lachlan River System. This includes the River Operations Stakeholder Consultation Committee (Rocco), Lachlan Airspace Reference Panel, NSW Govt Critical Water Advisory Panel (CWAP) and Central West Joint Organisation Water Utilities Alliance (CWUA).

## **STAKEHOLDER CONSULTATION**

DPE, Infrastructure NSW, NSW Public Works Advisory, the EPA, NSW Public Health Unit representatives and relevant Council staff have been consulted in relation to capital works & operational projects and compliance issues. Residents impacted by planned temporary disruption of services are provided reasonable notice where possible using a combination of letter box drops, public notices and media releases.

## **OPTIONS**

1. Council continue to implement the water and sewer capital, operational and maintenance programs as resources permit, i.e. as funds, staff and contractors are available.
2. Council amend the water and sewer capital, operational and maintenance program.

## **CONCLUSION**

This report is provided to update Council on activities in the Utilities section in April, underway for May and planned for June 2022.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

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

CSP 7.2 Water Security for All Towns and Villages.

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R22/131 be received and noted.

**10.4 FY21/22 URBAN WORKS MONTHLY UPDATE FOR APRIL**

**TRIM Number:** R22/134

**Author:** Director Infrastructure Services

**PURPOSE**

The purpose of this report is to provide an update of the capital improvements in the Urban Works Section. The items listed are for works undertaken in April 2022, in progress for the month of May 2022 and forecast for the month of June 2022.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Council has adopted the 2021/22 budget and associated Delivery and Operational Plans. This report provides updates on the delivery of the Urban Works program, with some overlap with roads, utilities, tourism and buildings where required.

**ISSUES AND COMMENTS**

Project delivery in this area has focused on grant funded projects with funding deadlines. Council funded projects have been delayed until a new Manager Urban Works can be recruited. In addition, recruitment of an Engineering Assistant for the Urban Works has delayed other projects. The Covid-19 situation continues to impact on the daily activities of the Urban Works staff. Supply chains for materials and manufactured goods are still under pressure and procurement is unreliable, which requires the staff to liaise with stakeholders and grant bodies regarding possible impacts.

**Works Completed in April**

Tourism Precinct – stage 3. BBRF	Irrigation Contractor continuing to experience delays in material supplies. Landscape architect revising masterplan.
Wellington Square Irrigation	Irrigation Contractor continuing to experience delays in material supplies.
Footpath Tender	Tenders Closed 14 <sup>th</sup> April. Assessment report to be presented to the May Council meeting
Apex Park Pontoon	Contractor delayed commencement due to delays on other works.
Lake Cargelligo Recreation Ground play equipment	Manufacture continuing. Installation confirmed first week on June.

**Works Underway in May**

Tourism Precinct – stage 3. BBRF	Irrigation Contractor setting out works. Landscape architect revising masterplan. Water and sewer connection planning confirm timing of works.
Wellington Square Irrigation	Irrigation Contractor setting out works.



Footpath Tender	Execute contract. Confirm project staging
Apex Park Pontoon	Contractor unable to commit to commencement.
Lake Cargelligo Recreation Ground play equipment	Manufacture complete. Installation confirmed first week on June
Disabled Parking – Canada Street	Works commenced on Disabled parking bay at the Canada Street Doctors Surgery

**Works Scheduled in June**

Tourism Precinct – stage 3. BBRF	Irrigation Contractor planning to complete works. Dog exercise equipment installation is planned to be completed. Water and sewer connection planning to undertake works.
Wellington Square Irrigation	Irrigation Contractor planning to complete works.
Footpath Tender	Confirm Timing for each of the 7 locations.
Apex Park Pontoon	Installation proposed to be completed Water edge and landscape improvements to be undertaken
Lake Cargelligo Recreation Ground play equipment	Installation to be completed

**FINANCIAL AND RESOURCE IMPLICATIONS**

Project	Budget	Funding Source	Expenditure To Date	Forecast Expenditure	Comments
Tourism Precinct Stage 3	\$600K	BBRF 4 SCCF2	\$168K	\$600K	Budget is on track
Condobolin Cemetery Row Markers	\$26K	Capital Works	\$14K	\$26K	On Budget
Wellington Square Irrigation	\$39K	Capital Works	\$37K	\$39K	Scope revised to deliver under budget.
Apex Park pontoon	\$200K	Boating now	\$130K	\$200K	Budget is on track
Lake Cargelligo Play equip	\$145K	Everyone can play, Capital works	\$119K	\$145K	Scope is under revision

**LEGAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Projects are being prioritised while the positions of Manager Urban Works and Engineering Assistant are being recruited. Priority will be given to grant funded works.

COVID-19 is still causing concern for the staff, budgets and supply of goods and materials.

**STAKEHOLDER CONSULTATION**

Staff are seeking to engage with specific stakeholders on each project, in accordance with Council's community consultation policy.

**OPTIONS**

1. Council continue to implement urban works capital improvements as programmed, as resources permit, i.e. as funds, staff and contractors are available.
2. Council amend the capital improvements program and budget.

**CONCLUSION**

This report updates Council on the capital improvements undertaken by the Urban Works team in April, in progress for May 2022 and forecast work for June 2022.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 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**

Nil

**RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R22/134 be received and noted.

**11 DEPUTATIONS**

**12 NOTICES OF MOTION**

Nil

**13 NOTICES OF RESCISSION**

Nil

**14 DELEGATES REPORT**

Nil

**15 CORRESPONDENCE****15.1 CORRESPONDENCE - MAY****TRIM Number: R22/133****Author: Executive Assistant - General Management****PURPOSE**

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

**SUPPORTING INFORMATION**

Copies of the correspondence are attached:

Collaborative Care Program, Parkes and Lachlan Shire Council Meeting Minutes

Murrumbidgee Local Health District (MLHD) Excellence Awards 2022 Prospectus

Chamber of Commerce – Letter of thanks

Council Circular – 22-12 Proposed amendments to the standard contract of employment for General Managers

Standard Contract of Employment for General Managers

Financial Assistance Grants 2022-23

Local Roads and Community Infrastructure Program Update Phase 3 Extension, Final Reports, Updates Phase 1 and Phase 2 Guidelines

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 4.2 Strong effective and responsive Council

**ATTACHMENTS**

1. **Attachment A** [↓](#)
2. **Attachment B** [↓](#)
3. **Attachment C** [↓](#)
4. **Attachment D** [↓](#)
5. **Attachment E** [↓](#)
6. **Attachment F** [↓](#)
7. **Attachment G** [↓](#)

**RECOMMENDATION**

That

1. The General Manager's Correspondence Report No. R22/133 be received and noted.



**Parkes & Lachlan Shires meeting**

Date: 14 April 2022

**Attendees:**

<b>Name</b>	<b>Organisation</b>
Cr Ken Keith	Parkes Shire Council
Kent Boyd	Parkes Shire Council
Cr John Medcalf	Lachlan Shire Council
Karen Pegler	Lachlan Shire Council
Kerrie Stewart	GP - Parkes
Sonya Berryman	WNSWPHN
Estrella Lowe	RDN (Facilitator)
Katie Carlisle	RDN
Mark Muchiri	RDN
Caren Harrison	WNSWLHD
Damien Limberger	WNSWLHD
Shannon Nott	WNSWLHD
<b>Secretariat</b>	
Amelia Haigh	WNSWLHD
Wellington Digwa	WNSWLHD
<b>Apologies</b>	
Greg Tory	Lachlan Shire Coucil

**1. Acknowledgement of Country and Introductions**

- Estrella Lowe gave an acknowledgement of country and introduced all meeting attendees

**2. Collaborative Care Program Overview**

- Katie gave an overview of the Collaborative Care Program, identifying it as a community-centred planning approach to addressing primary health challenges in rural NSW
- The program was funded by the Australian Government from March 2021 to June 2023 and is administered by RDN with WNSWLHD & PHN as implementation partners in the WNSW region
- The program works with local organisations, local government, health professionals and communities to develop shared priorities and solutions for primary health services

The Collaborative Care Program received funding through the Australian Government.

The Lachlan Valley project is supported by



**Health**  
Western NSW  
Local Health District





- Activities identified as IN Scope included:
  - Supporting access to primary health care,
  - Project costs
  - Monitoring and evaluation
  - Promotional and marketing activities
- The program will not include activities that are in Acute care,
  - Infrastructure
  - Health professional salaries
  - Activities which duplicate existing state or commonwealth investments

**3. 4Ts Project Update**

- Amelia gave an overview of the 4Ts project where a single employer model is being piloted across four rural towns of Tottenham, Trundle, Tullamore and Trangie
  - The project is seeking to create a network of general practitioner (GP) and primary care services to meet local health needs
- The project was initiated in 2019 by the WNSW LHD.
- The LHD is working with communities to operate Primary Care clinics in each town co-locating them with Multi Purpose Services in each town sharing doctors, nurses, and administrative staff across the four towns.
- The project is being evaluated through the Collaborative Care program to understand the effectiveness of the model and find ways to improve financial sustainability
- The project is now at the point of recruiting a permanent Medical Officer (1FTE) to work across Tottenham and Tullamore

**4. Lachlan Valley Project Update**

- Wellington gave an overview of the Lachlan Valley project
- The Lachlan Valley project is working with the communities of Condobolin, Forbes and Parkes to identify primary health care challenges and needs, and work together in co-designing solutions that can be implemented in these three different communities.
- The project is in its beginning phase where the project team is actively engaging with stakeholders to gather project requirements.
- Some of the requirements gathering activities to date include:
  - Key stakeholder interviews conducted by Reos Partners – Stakeholder synthesis report
  - Desktop study – State of Play report

The Collaborative Care Program received funding through the Australian Government.

The Lachlan Valley project is supported by



**Health**  
Western NSW  
Local Health District





- Health needs workshops (Condobolin, Forbes & Parkes) – Health needs thematic report
- Some of the common challenges being gathered from these activities across all three shires include:
  - Immediate, medium and long-term health workforce challenges
  - Challenges with recruitment and retention
  - Poor succession planning, lack of professional training options, pathways and opportunities
  - Ageing population with high health needs

**5. Next steps**

- As recommended in the Health Needs Thematic Report, it was suggested that four working groups be established, one group for each Local Government Area (LGA) and one overarching group, where common challenges are discussed and progressed for the Lachlan Valley Collaborative Care project
- LGA based individual groups are important in mapping out available resources, challenges and priorities, some of which can be progressed to the overarching group for collaborative solution development
- It was suggested that three local working groups are started early then the overarching group established later (as soon as possible)
- There is need to move quickly to map outcomes to be achieved at the local level and moving expeditiously from local groups to the overarching collaborative group
- There is need to establish the purpose of the groups and their terms of reference, including “to look at the key priorities that we are trying to find solutions to”.
- 
- The common themes need to be narrowed down to some workable opportunity areas.
- The LHD, RDN and PHN are happy to play a role in shaping up workable opportunity areas.
- One of the questions was around what activities in the primary care space support the acute space

The Collaborative Care Program received funding through the Australian Government.

The Lachlan Valley project is supported by



Health  
Western NSW  
Local Health District





**Proposed membership of working groups**

Parkes Working Group	Lachlan Working Group	Overarching Working Group
<ul style="list-style-type: none"> <li>• 1 x GP</li> <li>• 1 x Allied health rep</li> <li>• 1 x Aged care rep</li> <li>• 1 x Council rep</li> <li>• Wellington (Collaborative care, secretariat)</li> <li>• Rach Ellem (HSM – for LHD)</li> <li>• Sonya Berryman (PHN)</li> <li>• Jeff Anderson (Aboriginal and Torres Strait Islander community rep)</li> <li>• Jacob Cass (CUC)</li> </ul>	<ul style="list-style-type: none"> <li>• 1 x GP</li> <li>• 1 x Allied health rep</li> <li>• 1 x Aged care rep</li> <li>• 1 x Council rep</li> <li>• HSM Condobolin (for LHD)</li> <li>• Sonya Berryman (PHN)</li> <li>• Aboriginal and Torres Strait Islander community rep</li> <li>• Wellington (Collaborative care - secretariat)</li> </ul>	<ul style="list-style-type: none"> <li>• Kerry Stewart - GP</li> <li>• Damien Limberger (Exc Clinical Director Obstetrics – LHD)</li> <li>• 6 x community reps (2 from eachshire)</li> <li>• Shannon Nott (DMS - LHD)</li> <li>• Rach Ellem (HSM - LHD)</li> <li>• Sonya Berryman (PHN)</li> <li>• Wellington Digwa (Collaborative Care - secretariat)</li> </ul>

- Suggestion was made to factor in the Senate rural health enquiry recommendations in the work done by these groups.

**Action:** Wellington to develop a resource toolkit that maps available resources in the three different LGAs

**Action:** The LHD to provide regular updates to the councils on the progress being made in the LHD services

**Action:** Wellington to coordinate meetings for proposed working groups starting with LGA based groups.

#	Action Item	Responsible
1.	Wellington to develop a resource toolkit that maps available resources in the three different LGAs	Wellington
2.	The LHD to provide regular updates to the councils on the progress being made in the LHD services	Rach
3.	Wellington to coordinate meetings for working groups starting with LGA based groups	Wellington

The Collaborative Care Program received funding through the Australian Government.

The Lachlan Valley project is supported by





# MLHD Excellence Awards 2022 PROSPECTUS



**Health**  
Murrumbidgee  
Local Health District

## Sponsorship Prospectus

### INTRODUCTION

The 2022 MLHD Excellence Awards will be a gala evening celebrating the achievements of individuals and teams for their pursuit of excellence and commitment to improving the lives of others.

These awards recognise innovation, excellence, collaboration and the quality and safety initiatives and approaches that impact on services provided for residents across the Murrumbidgee.

The 2022 MLHD Excellence Awards reflect the MLHD vision and priority areas. The focus is on wellness and seizing every opportunity to work in partnership with consumers to build and maintain wellness. The objective is to enable MLHD to be the best place to work, lead, practise, volunteer, teach, learn and grow.

### Vision:

Exceptional rural healthcare.  
Healthier together.  
Care tailored to people's needs.

### Strategic Direction

- **HOLISTIC HEALTH AND WELLBEING**  
Work as a complete care team with people to improve their health and wellbeing and address the causes of poor health.
- **LIFTING HEALTH OUTCOMES**  
Focus efforts to improve health inequities and wellbeing for all; in particular for Aboriginal people, children, older persons and those with mental health needs.
- **LOCALLY LED REFORM**  
Making change that matters to our communities, that is safe and pushes the boundaries of innovation for better health outcomes.
- **WORKFORCE AT ITS BEST**  
Investing in leadership, culture and high performing teams, who are connected and compassionate, and striving for excellence.

## AWARD CATEGORIES

- Enriching Consumer Experience
- Value Based Healthcare Award
- Exceptional Aboriginal Healthcare
- Patient Safety First Award
- Innovation and Health Research Award
- Keeping People Healthy Award
- Our People Our Future Award
- Recovery and Resilience Award
- Volunteer of the Year Award
- Collaborative Staff Member of the Year
- Nurse or Midwife of the Year award
- Exceptional Rural Healthcare Award (consumer led nomination)
- Our workforce at its best (open category)

More information about the awards criteria is available in the Guidelines.

### IMPORTANT NOTE

MLHD is a Registered Deductible Gift Recipient (DGR). Your contribution is tax deductible. MLHD is able to provide a tax receipt for contributions.

### CRITICAL DATES

Nominations Open:	26 April 2022
Nomination Close:	20 May 2022
Awards presentation:	1 July 2022 (SAVE THE DATE!)

### CONTACT

To secure your place as a sponsor/contributor, simply choose the option that best suits you and contact:

Setchen Brimson  
Marketing & Community Engagement Manager  
T 0477 359 764  
E [setchen.brimson@health.nsw.gov.au](mailto:setchen.brimson@health.nsw.gov.au)

## Sponsorship Options

### Major Event Sponsor (\$3,500 ex GST)

Your company will receive acknowledgement in the lead up to and during the 2022 MLHD Excellence Awards. This includes:

- Verbal acknowledgement as a major sponsor at the Awards Presentation
- Acknowledgement and Logo in keepsake program and promotional materials
- Organisation named as major sponsor in MLHD e-newsletter and Murrumbidgee Matters Magazine
- Event media releases to include sponsor organisation name and logo
- Certificate of appreciation for display at sponsor's business premises
- Opportunity to display company signage at the Awards presentation
- Logo with link to organisation's website from MLHD website throughout June/July 2022
- Opportunity to set up signage, banners and display at Awards presentation including brochures/flyers and business cards
- Opportunity for a company representative to attend the Awards presentation as VIP
- Organisation logo and link to company website/social media to appear on MLHD website/social media platforms

### Event Contributor (\$500 ex GST)

Your company will receive acknowledgement in the lead up to and during the 2022 MLHD Excellence Awards. This includes:

- Verbal acknowledgement as event contributor at the Awards Presentation
- Acknowledgement in keepsake program
- Organisation named as event contributor in MLHD e-newsletter
- organisation named as contributor in media releases
- certificate of appreciation for display at contributor's business premises



### **Silver Event Sponsor (\$1,500 ex GST)**

Your company will receive acknowledgement in the lead up to and during the 2022 MLHD Excellence Awards. This includes:

- Verbal acknowledgement as a sponsor at the Awards Presentation
- Acknowledgement and Logo in keepsake program
- Organisation named as sponsor in MLHD e-newsletter and Murrumbidgee Matters Magazine
- Organisation named as sponsor in media releases
- Certificate of appreciation for display at sponsor's business premises
- Opportunity to display company signage at the Awards presentation
- Organisation logo and link to company website/social media to appear on MLHD website/social media platforms

### **Award Sponsor (\$1,500 plus cost of trophy / award)**

Your company will present an award at the 2022 MLHD Excellence Awards and receive acknowledgement in the lead up to and during the event. This includes:

- Organisation representative to present award to prize winner
- Organisation logo included on award certificate
- \$1,500 sponsorship to be awarded as prize to recipient
- Organisation to be named awards sponsor in promotional materials and keepsake program
- Verbal acknowledgement as a sponsor at the Awards Presentation
- Organisation named as award sponsor in MLHD e-newsletter and Murrumbidgee Matters Magazine
- Organisation logo and link to company website/social media to appear on MLHD website/social media platforms

**To:** Jon Shillito <[Jon.Shillito@lachlan.nsw.gov.au](mailto:Jon.Shillito@lachlan.nsw.gov.au)>; Robyn Ryan <[Robyn.Ryan@lachlan.nsw.gov.au](mailto:Robyn.Ryan@lachlan.nsw.gov.au)>  
**Subject:** Small Business Workshop

Jon and Robyn,

Sorry for the delay in the Thank you, but thanks again for the ongoing support of the Lachlan Shire in ensuring that the Condobolin Chamber of Commerce is able to provide opportunities like the Workshop that was held in Small Business Month, your work, effort and input in making it happen here in Condobolin and at Lake Cargelligo is very much appreciated.

We also would like acknowledge your support in relation to the Community Meeting regarding the crime in Condobolin. Without the use of the SRA and all of the fantastic posters and flyers that were produced we wouldn't have been able to reach so many people and have such great attendance on the night.

Could you please pass on our thanks in all those involved in making these things happen.

Lets hope things continue to improve.

Regards

**Vicki Hanlon**  
**Chairperson**  
**Condobolin Chamber of Commerce**

**From:** Office of Local Government <[newsletter@info.olg.nsw.gov.au](mailto:newsletter@info.olg.nsw.gov.au)>  
**Sent:** Tuesday, 17 May 2022 10:23 AM  
**To:** Council <[council@lachlan.nsw.gov.au](mailto:council@lachlan.nsw.gov.au)>  
**Subject:** Council Circular 22-12 Proposed amendments to the standard contract of employment for general managers




STRENGTHENING LOCAL GOVERNMENT

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Council Circular

17 May 2022

### 22-12 Proposed amendments to the standard contract of employment for general managers

<b>Circular Details</b>	22-12 /17 May 2022/ A812271
<b>Who should read this</b>	Councillors / General Managers / Human Resources Staff
<b>Contact</b>	Mr Doug Friend, Council Governance Team / 02 4428 4201 / <a href="mailto:doug.friend@olg.nsw.gov.au">doug.friend@olg.nsw.gov.au</a>
<b>Action Required</b>	Information / Response to OLG
<b>PDF Version of Circular</b>	 <a href="#">22-12 Proposed amendments to the standard contract of employment for general managers</a>
<b>Attachment/s</b>	<a href="#">22-12 Attachment/s</a>

#### What's new or changing

- As a result of its investigation of the former Canterbury City Council, the Independent Commission Against Corruption (ICAC) recommended that the Department of Planning and Environment conduct a review into the "no fault" termination provision in the standard contract of employment for general managers.
- In response to ICAC's recommendation, the Office of Local Government (OLG) has undertaken a review of the standard contract of employment for general managers in consultation with the parties to the *Local Government (State) Award*, (Local Government



NSW, the United Services Union, the Development and Environmental Professionals' Association and the Local Government Engineers Association of NSW).

- OLG is consulting with councils on the proposed amendments to the standard contract arising from that review before they are approved by the "departmental chief executive under section 338 of the *Local Government Act 1993* (the Act).

#### What this will mean for your council

- Under section 338 of the Act, general managers must be employed under performance based contracts of terms between 12 months and 5 years based on a standard contract approved by the departmental chief executive of OLG.
- Once approved by the departmental chief executive, the amended standard contract will not alter existing employment contracts between councils and their general managers.
- However, where a council renews the employment contract of its general manager or appoints a new general manager, they must be employed under the approved standard contracts as amended.

#### Key points

- Submissions on the proposed amended standard contract may be made by email to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).
- Submissions should be labelled 'Standard Contract of Employment for General Manager' and marked to the attention of OLG's Council Governance Team.
- Submissions should be made before 13 May 2022.

#### Where to go for further information

- The proposed amended standard contract is available [here](#). The proposed amendments are highlighted in the contract.
- Information about the proposed amendments to the standard contract is set out in the attachment to this circular.
- For further information please contact Doug Friend of OLG's Council Governance Team on (02) 4428 4201 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

Melanie Hawyes  
Deputy Secretary, Crown Lands and Local Government

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Please click here to [unsubscribe](#) from our mail list.



# Standard Contract of Employment

For General Managers

June 2022





## Acknowledgement of Country

The Department of Planning and Environment acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

---

Department of Planning and Environment

[dpie.nsw.gov.au](http://dpie.nsw.gov.au)

Standard Contract of Employment for General Managers

Release date: <Add Month and Year>

### Acknowledgements

The Office of Local Government acknowledges the cooperation and contributions of Local Government NSW, Local Government Professionals Australia NSW, the United Services Union, the Local Government Engineers Association and the Development and Environmental Professionals Association for their comments during our drafting process.

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<b>Schedule B.....</b>	<b>27</b>
<b>Schedule C .....</b>	<b>28</b>

# Contract of Employment

This Contract of Employment is made on

Date \_\_\_\_\_

**between**

Name of Council \_\_\_\_\_

[Referred to in this contract as "Council"]

Address \_\_\_\_\_

**and**

Name of Employee \_\_\_\_\_

[Referred to in this contract as "the employee"]

Address \_\_\_\_\_

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Standard Contract of Employment | 4

**1. Position**

The position to which this contract applies is that of General Manager<sup>1</sup>.

**2. Term**

Subject to the terms and conditions in this contract, Council will employ the employee for a term of:

[Length of term]<sup>2</sup> \_\_\_\_\_

commencing on [date] \_\_\_\_\_

and terminating on [date] \_\_\_\_\_

**3. Definitions**

3.1 In this contract, unless otherwise stated or indicated:

**the Act** means the *Local Government Act 1993*.

**Code of conduct** means the document within the meaning of section 440 of the Act adopted by Council and which incorporates the provisions of the *Model Code of Conduct for Local Councils in NSW prescribed by the Regulation*.

**Commencement date** means the date that this contract commences as specified in clause 2.

**Confidential information** means any and all confidential information, data, reports, operations, dealings, records, materials, plans, statistics, finances or other agreements and things (other than that which is already in the public domain), whether written or oral and of whatever type

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<sup>1</sup> Note: A person who has held civic office in relation to Council must not be appointed to any paid position on the staff of Council within 6 months after ceasing to hold the office: section 354 of the Act.

<sup>2</sup> Note: The term of this contract must not be less than 12 months or more than 5 years (including any option for renewal): section 338(2) of the Act.

or nature relating to property, assets, liabilities, finances, dealings or functions of Council or any undertaking from time to time carried out by Council.

**Chief Executive** means Departmental Chief Executive for the purposes of section 338 of the Act or their delegate.

**Equal employment opportunity management plan** means the document a council must prepare under Part 4 of Chapter 11 of the Act.

**Minister** means the New South Wales Minister for Local Government.

**Month** means a calendar month.

**Performance agreement** means the agreement referred to in clause 7.

**Performance criteria** means the criteria to which a performance review is to have regard.

**Performance review** means a review of the employee's performance conducted in accordance with the procedures under clause 7.

**the position** means the position referred to in clause 1.

**the Regulation** means the **Local Government (General) Regulation 2021**.

**Senior executive office holder (New South Wales Public Service)** means the holder of a **Public Service senior executive position within the meaning of the Government Sector Employment Act 2013**.

**Statutory and Other Officers Remuneration Tribunal** means the Statutory and Other Officers Tribunal constituted under the *Statutory and Other Officers Remuneration Act 1975*.

**Termination date** means the date that this contract terminates as specified in clause 2.

3.2 Expressions in this contract corresponding with expressions that are defined in the Act have those meanings.



#### 4. Contract operation and application

- 4.1 This contract constitutes a contract of employment for the purposes of section 338 of the Act and governs the employment of the employee while in the position.
- 4.2 A reference in this contract to any Act or regulation, or any provision of any Act or regulation, includes a reference to subsequent amendments of that Act, regulation or provision.
- 4.3 A reference to a Schedule to this contract refers to a Schedule as may be varied in accordance with this contract and applies whether or not the Schedule has been physically attached to this contract.
- 4.4 Where the mayor or any other person is lawfully authorised to act as Council or Council's delegate for the purpose of this contract, this contract will be construed as if:
- a) any reference to Council includes a reference to that authorised person, and
  - b) any reference to a requirement for Council's approval includes a reference to a requirement for that authorised person's written approval.
- 4.5 Any staff entitlement arising from a lawful policy of Council and that is set out in Schedule A will apply to the employee unless this contract expressly provides otherwise. Schedule A may be varied from time to time by agreement between the employee and Council. Such agreement is not to be unreasonably withheld<sup>3</sup>.
- 4.6 Subject to clauses 7 and 13 the terms of this contract, as varied from time to time in accordance with this contract, represent the entire terms of all agreements between the employee and Council and replace all other representations, understandings or arrangements made between the employee and Council that relate to the employment of the employee in the position<sup>4</sup>.

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<sup>3</sup> Note: Only those policies that create entitlements are to be set out in Schedule A. Schedule A policies are distinct from those which create a duty or function which are not required to be set out in Schedule A.

<sup>4</sup> Note: The contract authorises the making of agreements that are linked to the contract. Clause 7 requires the parties to sign a performance agreement. Clause 13 allows either party to require the other to sign a confidentiality agreement for the purpose of protecting intellectual property.



## 5. Renewal of appointment

- 5.1 At least 9 months before the termination date (or 6 months if the term of employment is for less than 3 years) the employee will apply to Council in writing if seeking re-appointment to the position.
- 5.2 At least 6 months before the termination date (or 3 months if the term of employment is for less than 3 years) Council will respond to the employee's application referred to in subclause 5.1 by notifying the employee in writing of its decision to either offer the employee a new contract of employment (and on what terms) or decline the employee's application for re-appointment.
- 5.3 At least 3 months before the termination date (or 1 month if the term of employment is for less than 3 years) the employee will notify Council in writing of the employee's decision to either accept or decline any offer made by Council under subclause 5.2.
- 5.4 In the event the employee accepts an offer by Council to enter into a new contract of employment, a new contract of employment will be signed.
- 5.5 Approval may be sought from the Chief Executive to vary the timeframes prescribed within clause 5 in exceptional or unforeseen circumstances.

## 6. Duties and functions

- 6.1 The employee will:
- 6.1.1 carry out the duties and functions imposed by law with respect to the position and the additional duties and functions specified in Schedule B<sup>5</sup>, which include and are no limited to:
- a) exercising the functions of the general manager prescribed under the Act and the Regulation<sup>6</sup>
  - b) ensuring the efficient and effective operation of Council's organisation,
  - c) implementing, without undue delay, the decisions of Council,<sup>7</sup>
  - d) exercising such of the functions of Council as are delegated by Council to the employee,<sup>8</sup>

<sup>5</sup> Note: Schedule B may include additional duties and functions, for example, those related to special projects.

<sup>6</sup> Note: The functions of a general manager are prescribed under section 335 of the Act. The Act and Regulation also confer other functions on general managers.

<sup>7</sup> Note: section 335(b) of the Act

<sup>8</sup> Note: section 335(g) and 377 of the Act

- e) determining the organisation structure (other than senior staff positions) after consulting with Council,<sup>9</sup>
  - f) appointing staff in accordance with Council's organisation structure and the resources approved by Council,<sup>10</sup>
  - g) directing and dismissing staff,<sup>11</sup>
  - h) implementing Council's equal employment opportunity management plan,
  - i) consulting with Council prior to appointing or dismissing senior staff,<sup>12</sup>
  - j) giving immediate notice to Council on becoming bankrupt or making a composition, arrangement or assignment for the benefit of the employee's creditors and providing Council, within the time specified by Council with any further information concerning the cause of the bankruptcy or of the making of the composition, arrangement or assignment,<sup>13</sup>
  - k) subject to subclause 6.3.3, providing advice and recommendations to Council or the mayor if directed to do so,
  - l) not engaging, for remuneration, in private employment or contract work outside the service of Council without the approval of Council,<sup>14</sup>
  - m) prohibiting, where appropriate, any member of Council staff from engaging, for remuneration, in private employment or contract work outside the service of Council that relates to the business of Council or that might conflict with the staff member's Council duties,<sup>15</sup>
  - n) acting honestly and exercising a reasonable degree of care and diligence in carrying out the employee's duties and functions,<sup>16</sup>
  - o) complying with the code of conduct,<sup>17</sup>
  - p) preparing and submitting written returns of interest and disclosing pecuniary interests and non-pecuniary conflicts of interest in accordance with the code of conduct<sup>18</sup>
- 6.1.2 to the best of their ability, meet the performance criteria set out in the performance agreement as varied from time to time,

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<sup>9</sup> Note: section 332(1A) of the Act

<sup>10</sup> Note: section 335(h) of the Act

<sup>11</sup> Note: section 335(i) of the Act

<sup>12</sup> Note: section 337 of the Act

<sup>13</sup> Note: section 341 of the Act

<sup>14</sup> Note: section 353(1) of the Act

<sup>15</sup> Note: section 353(3) of the Act

<sup>16</sup> Note: section 439 of the Act

<sup>17</sup> Note: section 440(5) of the Act

<sup>18</sup> Note: the Code of Conduct

- 6.1.3 carry out the duties and functions set out in the policies of Council as adopted by Council from time to time during the term of this contract,
  - 6.1.4 observe and carry out all lawful directions given by Council, in relation to the performance of the employee's duties and functions under this contract,
  - 6.1.5 work such reasonable hours as are necessary to carry out the duties and functions of the position and the employee's obligations under this contract,
  - 6.1.6 obtain the approval of the Council for any absences from the business of Council,
  - 6.1.7 promote ethical work practices and maintain a culture of integrity and professionalism where Council staff members treat each other, members of the public, customers and service providers with respect and fairness,
  - 6.1.8 promote and facilitate compliance with the code of conduct ensuring that each councillor and Council staff member is familiar with its provisions,
  - 6.1.9 facilitate Council staff awareness of the procedures for making public interest disclosures and of the protection provided by the *Public Interest Disclosures Act 1994*
  - 6.1.10 take all reasonable steps to ensure a safe workplace and to facilitate compliance with the *Work Health and Safety Act 2011*,
  - 6.1.11 take all reasonable steps to ensure that actions and policies of Council accord with the strategic intent of Council,
  - 6.1.12 take all reasonable steps to maximise compliance with relevant legislative requirements,
  - 6.1.13 maintain effective corporate and human resource planning,
  - 6.1.14 maintain the Council staff performance management system,
  - 6.1.15 maintain satisfactory operation of Council's internal controls, reporting systems (including public interest disclosures), grievance procedures, the documentation of decision-making and sound financial management, and
  - 6.1.16 report to Council on any overseas travel taken by the employee or any Council staff member where that travel is funded in whole or in part by Council.
- 6.2 The employee's performance is monitored through the performance agreement and review process.
- 6.3 Council will:
- 6.3.1 provide adequate resources to enable the employee to carry out the duties and functions specified in subclause 6.1 and Schedule B,
  - 6.3.2 provide the employee with reasonable opportunities to participate in professional development initiatives relevant to the duties and functions under this contract subject to the operational needs of Council, and

- 6.3.3 not direct the employee as to the content of any advice or recommendation made by the employee<sup>19</sup>

## 7. Performance agreement and review

- 7.1 Within 3 months after the commencement date, the employee and Council will sign a performance agreement setting out agreed performance criteria.
- 7.2 In the event that the employee and Council are unable to agree on the performance criteria, Council will determine such performance criteria that are reasonable and consistent with the employee's duties and functions under clause 6.1.
- 7.3 The performance agreement may be varied from time to time during the term of this contract by agreement between the employee and Council, such agreement not to be unreasonably withheld.
- 7.4 Within 2 months after signing or varying the performance agreement, the employee will prepare and submit to Council an action plan which sets out how the performance criteria are to be met.
- 7.5 Council will ensure that the employee's performance is reviewed (and, where appropriate, the performance agreement varied) at least annually. Any such review is to have regard to the performance criteria<sup>20</sup>.
- 7.6 The employee will give Council 21 days' written notice that an annual performance review in accordance with subclause 7.5 is due.
- 7.7 Council will give the employee at least 10 days' notice in writing that any performance review is to be conducted.
- 7.8 The structure and process of the performance review is at the discretion of Council following consultation with the employee.
- 7.9 The employee may prepare and submit to Council an assessment of the employee's own performance prior to a performance review.
- 7.10 Within 6 weeks from the conclusion of a performance review, Council will prepare and send to the employee a written statement that sets out:
- a) Council's conclusions about the employee's performance during the performance review period,
  - b) any proposal by Council to vary the performance criteria as a consequence of a performance review, and

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<sup>19</sup> Note: section 352 of the Act

<sup>20</sup> Note: Council may review the employee's performance every 6 months or more frequently if necessary.

- c) any directions or recommendations made by Council to the employee in relation to the employee's future performance of the duties of the position.

7.11 The employee and Council will, as soon as possible after the employee receives the written statement referred to in subclause 7.10, attempt to come to agreement on any proposal by Council to vary the performance criteria and on any recommendations by Council as to the future performance of the duties of the position by the employee.

7.12 The performance agreement, action plan and any associated records that contain information about the work performance or conduct of the employee are to remain confidential unless otherwise agreed to by the employee or required by law.

7.13 Subject to the employee being available and willing to attend a performance review, Council undertakes that if a performance review is not held in accordance with this clause, this will not operate to the prejudice of the employee unless the employee is responsible for the failure to hold the performance review.

## 8. Remuneration

8.1 Council will provide the employee with the total remuneration package set out in Schedule C.

8.2 The total remuneration package includes salary, compulsory employer superannuation contributions and other benefits including any fringe benefits tax payable on such benefits<sup>21</sup>.

8.3 On each anniversary of the commencement date, the total remuneration package will be increased by a percentage amount that is equivalent to the latest percentage amount increase in remuneration for senior executive office holders as determined by the Statutory and Other Officers Remuneration Tribunal<sup>22</sup>.

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<sup>21</sup> Note: Compulsory employer superannuation contributions are those contributions required under the *Superannuation Guarantee (Administration) Act 1992* of the Commonwealth or, in the case of an employee who is a member of a defined benefit division of the Local Government Superannuation Scheme (or equivalent), the long term or "notional" employer contribution, as advised by the Actuary for the Local Government Superannuation Scheme from time to time. See Schedule C.

<sup>22</sup> Note: When making determinations referred to in subclause 8.3, the Tribunal takes into account key national economic indicators and movements in public sector remuneration across Australia, market conditions, the Consumer Price Index and wages growth as measured by the Wage Cost Index. Tribunal determinations are published in the Government Gazette. The Public Service Commission issues periodic Memoranda summarising the Tribunal's determinations, this information is available at <http://www.psc.nsw.gov.au/>

- 8.4 In addition to clause 8.3, the remuneration payable to the general manager can be increased by the following means:
- a) Each year, the Council may approve an increase in the remuneration for the general manager where the performance of the general manager following the annual performance review is better than satisfactory. Such an increase will apply for a twelve-month period only unless the council otherwise determines that such a pay rise is to apply for the duration of the contract.
  - b) The council may on one occasion during the term of the contract approve the payment of a retention allowance. The retention allowance is accrued on an annual, pro-rata basis for the remainder of the term of the contract and is to be paid to the employee at the end of the contract period. The retention allowance is not paid to the employee where the contract is terminated under paragraphs (a), (b), (d) or (e) of subclause 10.3.1 or subclause 10.4.
- 8.5 Any increase in remuneration approved under subclause 8.3 and paragraph (a) of subclause 8.4 will not be paid as a lump sum.
- 8.6 The structure of the total remuneration package may be varied from time to time during the term of this contract by agreement between the employee and Council, such agreement not to be unreasonably withheld.
- 8.7 The total remuneration package, as varied from time to time in accordance with subclauses 8.3 and 8.4, remunerates the employee for all work undertaken by the employee while in the position. No other remuneration, benefit, overtime or allowances other than those to which the employee may be entitled under this contract will be paid to the employee during the term of this contract.

## 9. Leave

### 9.1 General

- 9.1.1 Council will pay remuneration calculated in accordance with Schedule C to the employee proceeding on paid leave under this clause.
- 9.1.2 On the termination of this contract, and if the employee is not re-appointed to the position under clause 5 or appointed to any other position in Council's organisation structure, the Council will pay:
- a) to the employee in the case of annual leave, or
  - b) to the employee or new employer council in the case of long service leave, accrued but unused leave entitlements calculated at the monetary value of the total remuneration package as specified in Schedule C.
- 9.1.3 If the employee is re-appointed to the position under clause 5 or appointed to any other position in Council's organisation structure within 3 months after the



termination of this contract, the employee will be taken to have continuing service with Council for the purpose of determining the employee's entitlement to annual leave, long service leave and sick leave.

- 9.1.4 Any leave accrued with Council standing to the credit of the employee immediately prior to entering into this contract will be taken to be leave for the purposes of this contract.

## **9.2 Annual leave**

The employee is entitled to four weeks paid annual leave during each year of employment under this contract to be taken as agreed between the employee and Council.

## **9.3 Long service leave**

- 9.3.1 The employee's entitlement to long service leave is to be calculated by the same method that applies to a non-senior member of Council staff.
- 9.3.2 Long service leave is transferable between councils in New South Wales in the same manner that applies to a non-senior member of Council staff.

## **9.4 Sick leave**

- 9.4.1 The employee is entitled to 15 days paid sick leave during each year of employment under this contract provided that:
- a) Council is satisfied that the sickness is such that it justifies time off, and
  - b) satisfactory proof of illness to justify payment is provided to Council for absences in excess of two days.
- 9.4.2 Sick leave will accumulate from year to year of employment under this contract so that any balance of leave not taken in any one year may be taken in a subsequent year.
- 9.4.3 Council may require the employee to attend a doctor nominated by Council at Council's cost.
- 9.4.4 Accrued but unused sick leave will not be paid out on the termination of this contract.

## **9.5 Parental leave**

- 9.5.1 Parental leave includes supporting parent's leave, maternity leave, paternity leave and adoption leave.
- 9.5.2 The employee is entitled to the same parental leave that a non-senior member of Council staff would be entitled.

### **9.6 Carer's leave**

The employee is entitled to the same carer's leave that a non-senior member of Council staff would be entitled.

### **9.7 Concessional leave**

The employee is entitled to the same concessional leave that a non-senior member of Council staff would be entitled.

### **9.8 Special leave**

Council may grant special leave, with or without pay, to the employee for a period as determined by Council to cover any specific matter approved by Council.

## **10. Termination**

### **10.1 General**

On termination of this contract for any reason the employee will immediately return to Council all property of Council in the employee's possession including intellectual property and confidential information and will not keep or make any copies of such property and information.

### **10.2 Termination date**

The employment of the employee under this contract terminates on the termination date.

### **10.3 Termination by either the employee or Council**

10.3.1 This contract may be terminated before the termination date by way of any of the following:

- a) written agreement between the employee and Council,
- b) the employee giving 4 weeks' written notice to Council,
- c) Council giving 4 weeks' written notice to the employee, or alternatively by termination payment under subclause 11.1, where:
  - i. the employee has been incapacitated for a period of not less than 12 weeks and the employee's entitlement to sick leave has been exhausted, and
  - ii. the duration of the employee's incapacity remains indefinite or is likely to be for a period that would make it unreasonable for the contract to be continued.



- d) Council giving 13 weeks' written notice to the employee, or alternatively, by termination payment under subclause 11.2 where Council:
  - i. has conducted a performance review, and
  - ii. concluded that the employee has not substantially met the performance criteria or the terms of the performance agreement, and
  - iii. has afforded the employee a reasonable opportunity to utilise the dispute resolution procedures in this contract.
- e) Council giving 38 weeks' written notice to the employee, or alternatively, by termination payment under subclause 11.3.

10.3.2 When terminating this contract under paragraph (e) of subclause 10.3.1, Council must give the employee its reasons in writing for terminating the contract if the employee requests that reasons be given.

10.3.3 If either party requests it and both parties agree to it, Council and the employee may participate in mediation under clause 17 in relation to Council's intention to terminate the contract under paragraph (e) of subclause 10.3.1.

10.3.4 If Council does not agree to participate in mediation with the employee under subclause 10.3.3, Council must provide reasons in writing for its decision to the employee if they request that reasons be given.

#### 10.4 Summary dismissal

10.4.1 Council may terminate this contract at any time and without notice if the employee commits any act that would entitle an employer to summarily dismiss the employee. Such acts include but are not limited to:

- a) serious or persistent breach of any of the terms of this contract,
- b) serious and wilful disobedience of any reasonable and lawful instruction or direction given by Council,
- c) serious and wilful misconduct, dishonesty, insubordination or neglect in the discharge of the employee's duties and functions under this contract,
- d) failure to comply with any law or Council policy concerning sexual harassment or racial or religious vilification,
- e) serious or persistent breach of the code of conduct,
- f) commission of a crime, resulting in conviction and sentencing (whether or not by way of periodic detention), which affects the employee's ability to perform the employee's duties and functions satisfactorily, or in the opinion of Council brings Council into disrepute,
- g) absence from the business of Council without Council approval for a period of 3 or more consecutive business days.

- 10.4.2 This contract is terminated immediately without notice if the employee is or becomes bankrupt, applies to take the benefit of any law for the relief of bankrupt or insolvent debtors, compounds with their creditors or makes an assignment of their remuneration for their benefit.

## 11. Termination payments

- 11.1 On termination of this contract under paragraph (c) of subclause 10.3.1, where written notice has not been given, Council will pay the employee a monetary amount equivalent to 4 weeks' remuneration calculated in accordance with Schedule C.
- 11.2 On termination of this contract under paragraph (d) of subclause 10.3.1, where written notice has not been given, Council will pay the employee a monetary amount equivalent to 13 weeks' remuneration calculated in accordance with Schedule C.
- 11.3 On termination of this contract under paragraph (e) of subclause 10.3.1, where written notice has not been given, Council will pay the employee a monetary amount equivalent to 38 weeks' remuneration calculated in accordance with Schedule C, or the remuneration which the employee would have received if the employee had been employed by Council to the termination date, whichever is the lesser.
- 11.4 On termination of this contract under paragraphs (a) or (b) of subclause 10.3.1, or subclauses 10.4.1 or 10.4.2, Council will pay the employee remuneration up to and including the date of termination calculated in accordance with Schedule C and any other payment to which the employee is entitled under this contract.

## 12. Expenses and credit cards

- 12.1 In addition to any duties or entitlements that may be set out in any relevant policies of Council as adopted by Council from time to time, the employee will:
- a) keep such records of expenses, travel and motor vehicle use as required by Council from time to time,
  - b) be reimbursed by Council for expenses properly incurred on Council business, subject to Council's prior approval to this expense being incurred,
  - c) only use any credit card provided by Council for expenses incurred on Council business, and
  - d) return any credit card provided by Council on request from Council.

### 13. Intellectual property

- 13.1 Any literary work, computer program, invention, design, patent, copyright, trademark, improvement or idea developed by the employee in the course of employment under this contract is the sole property of Council and Council will unless otherwise agreed have the exclusive right to use, adapt, patent and otherwise register it.
- 13.2 The employee will immediately disclose to Council any literary work, computer program, invention, design, patent, copyright, trademark, improvement or idea developed by the employee after the commencement date to enable Council to ascertain whether it was discovered, developed or produced wholly outside and wholly unconnected with the course of employment under this contract.
- 13.3 To protect disclosures made in accordance with subclause 13.2, Council or the employee may require a confidentiality agreement to be signed prior to, during or immediately after discussion of the intellectual property being considered<sup>23</sup>.
- 13.4 The employee assigns to Council by way of future assignment all copyright, design, design right and other property rights (if any) in respect to any literary work, computer program, invention, design, patent, copyright, trademark, improvement or idea developed by the employee in the course of employment under this contract.
- 13.5 At the request and expense of Council the employee will complete all necessary deeds and documents and take all action necessary to vest in Council any literary work, computer program, invention, design, patent, copyright, trademark, improvement or idea developed by the employee in the course of employment under this contract and obtain for Council the full benefit of all patent, trademark, copyright and other forms of protection throughout the world.

### 14. Confidential Information

The employee will not divulge any confidential information about Council either during or after the term of their employment under this contract.

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<sup>23</sup> Note: IP Australia, the Commonwealth Government intellectual property agency, has developed an **Intellectual Property Contract** Generator for the purpose of preparing intellectual property **non-disclosure** agreements. It is available at [www.ipaustralia.gov.au](http://www.ipaustralia.gov.au).

## 15. Waiver

The failure of either the employee or Council to enforce at any time any provision of this contract or any right under this contract or to exercise any election in this contract will in no way be considered to be a waiver of such provision, right or election and will not affect the validity of this contract.

## 16. Inconsistency and severance

- 16.1 Each provision of this contract will be read and construed independently of the other provisions so that if one or more are held to be invalid for any reason, then the remaining provisions will be held to be valid.
- 16.2 If a provision of this document is found to be void or unenforceable but would be valid if some part were deleted, the provision will apply with such modification as may be necessary to make it valid and effective.

## 17. Dispute resolution

- 17.1 In relation to any matter under this contract that may be in dispute, either the employee or Council may:
- a) give written notice to each other of the particulars of any matter in dispute, and
  - b) within 14 days of receiving a notice specified in paragraph (a) of subclause 17.1, a meeting will be convened between Council (along with any nominated representative of Council) and the employee (along with any nominated representative of the employee) in an attempt to resolve the dispute.
- 17.2 The employee and Council will attempt to resolve the dispute at the workplace level.
- 17.3 Upon failure to resolve the dispute at the workplace level, the employee and Council will:
- a) refer the dispute to an independent mediator as agreed by the employee and Council, or otherwise as appointed by the Chief Executive. (A mediator may be agreed between the employee and the employer when the contract is made),
  - b) agree to participate in any mediation process in good faith, with such mediation to operate in a manner as agreed by the employee and Council, and

- c) acknowledge the right of either the employee or Council to appoint, in writing, another person to act on their behalf in relation to any mediation process.

17.4 The cost of the mediation service will be met by Council.

17.5 The employee and Council will each be responsible for meeting the cost of any advisor or nominated representative used by them.

## 18. Service of notices and communications

18.1 Any communication, including notices, relating to this contract will be in writing and served on the employee or Council:

- a) in the case of service by express post or post, at their last known residential or business address, or
- b) in the case of service by email, to their email address recorded in this contract or such other email address as they may subsequently notify the other in writing.

18.2 Any written communication including notices relating to this contract is taken to be served:

- a) when delivered or served in person, immediately,
- b) where served by express post at an address within New South Wales in the Express Post Network, on the next business day after it is posted,
- c) where served by post otherwise in the ordinary course of postage, as set down in Australia Post's delivery standards, and
- d) where sent by email within standard business hours, on the day it was sent, or if sent outside of business hours, on the next business day after it is sent.

## 19. Variations

19.1 Where this contract provides that its terms may be varied, that variation will be by agreement in writing signed by the employee and Council<sup>24</sup>.

19.2 Where the **Chief Executive** approves an amended or substitution standard form of contract for the employment of the general manager of a council, the provisions of this contract may be varied by agreement between the

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<sup>24</sup> Note: See clauses 4.5, 7.3, 8.3, 8.4 and 19.2.

employee and Council to the extent that they are consistent with the provisions of that amended or substitution standard form of contract<sup>25</sup>.

**20. Other terms and conditions**

- 20.1 The employee and Council acknowledge that they have sought or had the opportunity to seek their own legal and financial advice prior to entering this contract.
- 20.2 In accordance with section 731 of the Act, nothing in this contract gives rise to any action, liability, claim or demand against the Minister, the **Chief Executive** or any person acting under their direction.

**21. Signed by the employee and Council**

**COUNCIL:**

The Seal of

\_\_\_\_\_

*[Council name]*

*[Seal]*

affixed by authority of a resolution of Council.

Signed  
by Council

Date

Name of signatory

\_\_\_\_\_

<sup>25</sup> Note: See section 338 of the Act.

in full *[printed]* \_\_\_\_\_

Office held *[printed]* \_\_\_\_\_

Signed by Witness \_\_\_\_\_

Name of Witness  
in full *[printed]* \_\_\_\_\_

**THE EMPLOYEE:**

Signed  
by the employee \_\_\_\_\_

Date \_\_\_\_\_

Name of employee  
in full *[printed]* \_\_\_\_\_

Signed by Witness \_\_\_\_\_

Name of Witness  
in full *[printed]* \_\_\_\_\_

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## Schedule A – Council policies

**Note: This Schedule may be varied during the term of this contract in accordance with subclauses 4.5 and 19.1 of this contract.**

This Schedule operates on and from

Date \_\_\_\_\_

**For the purposes of subclause 4.5 of this contract, the following policies apply to the employee:**

Signed by Council \_\_\_\_\_

Signed by the employee \_\_\_\_\_

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Department of Planning and Environment | Internal document

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## Schedule B - Duties and functions

**Note: This Schedule may be varied during the term of this contract in accordance with clause 6 and 19.1 of this contract.**

This Schedule operates on and from

Date \_\_\_\_\_

The employee's position description forms Schedule B of this contract.

**In addition to the duties and functions specified in clause 6 of this contract, the employee will carry out the duties and functions as identified in the employees position description.**

Signed by Council \_\_\_\_\_

Signed by the employee \_\_\_\_\_

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### Schedule C - Remuneration

**Note: This Schedule may be varied during the term of this contract in accordance with subclauses 8.7 and 19.1 of this contract.**

This Schedule operates on and from

Date \_\_\_\_\_

**The Annual Total Remuneration Package is as follows:**

\$ \_\_\_\_\_

**The Total Remuneration Package is comprised of:**

<b>ANNUAL REMUNERATION</b>	<b>\$</b>

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**The employee agrees and acknowledges that deductions under subclause 8.2 of this contract are made principally for the benefit of the employee and that the Council relies on that statement in providing the non-cash benefits requested by the employee.**

**In the case of an employee who is a member of a defined benefit division of the Local Government Superannuation Scheme (or equivalent) compulsory employer superannuation contributions are the long term or “notional” employer contribution, as advised by the Actuary for the Local Government Superannuation Scheme from time to time.**

**The employee’s superable salary will be the amount of the total remuneration package less the amount of compulsory superannuation contributions.**

Signed by Council

\_\_\_\_\_

Signed by the employee

\_\_\_\_\_

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# Financial Assistance Grants 2022-23

## Fact Sheet 2022



Local Government Financial Assistance Grants are paid to local councils to help them deliver services to their communities. The funds are paid annually by the Australian Government. Councils are free to use these funds at their discretion and are accountable to their ratepayers. The allocation is paid in quarterly instalments.

### 2022 Update

In 2013 the Independent Local Government Review Panel recommended, "Subject to any legal constraints, seek to redistribute Federal Financial Assistance Grants and some State grants in order to channel additional support to councils and communities with the greatest needs." Following an extensive review of the financial assistance grant model 2013 to 2016, recommendations were made to refine and improve parts of the expenditure allowance under the General Purpose Component (GPC). In 2018 the Commission (Commission) implemented refinements consistent with the National Principles and the NSW Government policy to allocate grants, as far as possible, to councils with the greatest relative disadvantage. However, the model refinements remain in a transition stage.

Since entering transition in 2018-19, the Commission has implemented transition arrangements, which limit the variation percentage of individual councils' annual GPC levels, as follows:

- Upper limit (cap) of +5%
- Lower limit (collar) of 0%

Historically, the Commission set a range between +5% and -5%. The Commission is looking to restore caps and collars within a range of +6% to -4%. Retaining a 0% collar is resulting in more funds continuing to shift from councils with greater relative disadvantage to councils with more relative advantage. The Commission will keep the transitional arrangements for the 2022 recommendations. It is consulting with the sector about the recommendations for 2023 and beyond and the most appropriate approach to resume the original lower limit, which may include a staged option.



Nowra 7-8 October, NSW Grants Commission hosted the 2021 National Conference of Local Government Grants Commissions, "The Road Ahead".

### Councils with greatest relative disadvantage:

Councils with greatest relative disadvantage are generally rural and remote councils with:

- Small and declining populations
- Limited capacity to raise revenue
- Financial responsibility for sizeable networks of local roads/infrastructure & diminishing financial resources
- Relative isolation

The ongoing challenge for the Commission has been how to allocate a fairer share of the GPC to such councils when a fixed 30% of the GPC grant must be allocated based on population increases/decreases.

### General information

Funds are allocated to NSW on the basis of the National Principles under the Federal legislation - *the Local Government (Financial Assistance) Act 1995*. It comprises two pools of funds - the GPC and the Local Roads Component (LRC). For 2021-22 the estimated entitlement for the GPC is \$584,824,936, and the LRC is \$236,942,282, but the funds are untied. The GPC incorporates:

- Expenditure Allowance
- Revenue Allowance
- Isolation Allowance
- Pensioner Rebate Allowance
- Relative Disadvantage Allowance



# Financial Assistance Grants 2022-23

## Fact Sheet 2022



### Why refine the model?

It's important to note that the Commission is not implementing a new model. Over time, the model had become very complex with an increasing number of functions and disability factors. The model had 20 expenditure functions and 47 disability factors applied across 128 councils plus more than 100 individual occurrences of discretionary disability factors. The Commission has taken advice, tested the competing propositions and decided to implement the recommended refinements and improvements.

### The refined model:

- Allocates a higher proportion of grant funding to councils with greatest relative disadvantage
- Is consistent with the National Principles
- Is consistent with NSW policy of grant allocation
- Is transparent and publishable
- Is robust, statistically verifiable and auditable
- Uses best practice financial and modelling principles
- Is modern, simplified and more flexible

### Per capita minimum grant

The legislation provides for a per capita minimum grant. The per capita minimum for 2021-22 is \$21.48. Councils on the minimum grant generally:

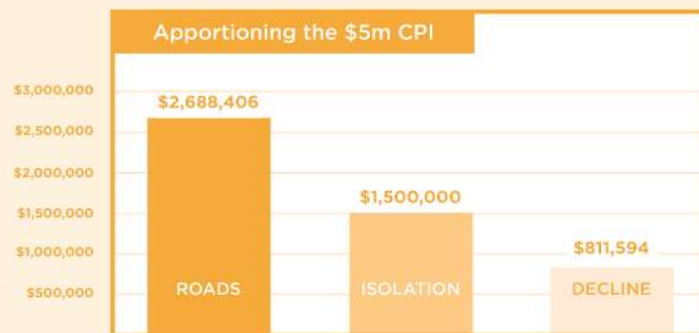
- Have greater revenue raising capacity
- Are not relatively disadvantaged
- Have economies of scale
- Are geographically smaller
- Experience year on year growth

There are 16 councils on the minimum grant, all located in the Sydney area. Just under 30% of the State's population live in those council areas.

Four minimum grant councils received a higher than state average increase of 1.7%, including the City of Sydney with an increase of 1.74%.

### Relative Disadvantage Allowance

The Commission quarantined \$5m of the CPI increase and apportioned it as an allowance for relative disadvantage.



Roads = unsealed local roads. Isolation = increased weighting for isolation allowance. Decline = councils with population decline between 2006-20 (see negative population growth 2006-20 map page 1).

### General Purpose Component (GPC)

The GPC expenditure allowance remains based on council expenditure reported against Financial Data Return grouped as follows:

- Administration & Governance
- Recreation & Culture
- Community Amenity
- Community Services & Education
- Roads, Bridges, Footpaths & Aerodromes
- Public Order, Health, Safety & Other

The 20 council functions are being retained but consolidated to six. The state average per capita cost for each function is still calculated by aggregating expenses (reported by all councils in their Financial Data Returns) for each function and divided by NSW's population.



# Financial Assistance Grants 2022-23

## Fact Sheet 2022

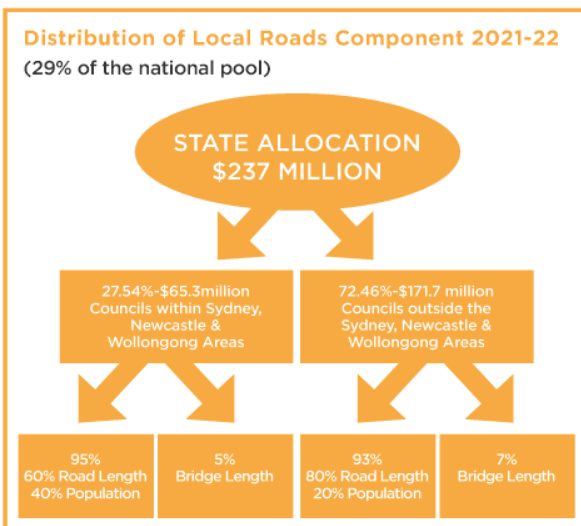


The **GPC expenditure allowance** includes five Cost Adjusters (or Disability Factors/Measures) to enable the Commission to compare councils' relative disadvantage/advantage:

- Population (ABS - Total for LGA)
- Aboriginal & Torres Strait Islanders (ABS - %)
- Local road length (council - km)
- Environment (ABS - ha environmental land)
- Rainfall, topography and drainage  
(Consultants Willing & Partners - index)

The expenditure allowance formula is also retained:

$No. of Units (LGA Population) \times State Ave \$Cost/capita for the function \times council's disability factor = \$ expenditure allowance.$



### Submissions

Special submissions from councils will be considered by the Commission. The purpose of a submission is to give a council the opportunity to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognised in the current methodology. This allows the Commission to adequately consider all legitimate factors that affect councils' capacity to deliver services.

### Contact the NSW Local Government Grants Commission

5 O'Keeffe Ave, Nowra NSW 2541  
 Locked Bag 3015, Nowra 2541  
 Telephone 4428 4100  
[grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au)

#### Related information:

<https://www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission>  
 Includes information such as prior fact sheets, Grants Commission Circulars, reports and grant schedules.

### Background and call for the review

The Independent Local Government Review Panel recommendation (Fact Sheet page 1) was supported by a number of other reviews and reports including:

#### 2008 Assessing Local Government Revenue Raising Capacity, Productivity Commission Research Report:

*"A number of councils, particularly in capital city and urban developed areas, have the means to recover additional revenue from their communities sufficient to cover their expenditures without relying on grants. However, a significant number of councils, particularly in rural (87%) and remote (95%) areas would remain dependent on grants from other spheres of government to meet their current expenditure. Given the differences in the scope to raise additional revenue across different classes of councils, there is a case to review the provision of Australian Government general purpose grants to local governments."*

#### 2010 Australia's Future Taxation System Report:

*"The current requirement that each council receives 30% of its per capita share of untied financial assistance grants may prevent state grants commissions from redistributing to councils that require greater assistance."*

#### 2013 The NSW Local Government Grants Commission submission to the Commonwealth Grants Commission Review:

*... "we have seen an increase in concerns being raised about:*

- the widening gap in revenue raising capacity for larger metropolitan councils versus smaller rural councils;
- increasing infrastructure needs;
- declining population."

#### 2014 The NSW Government's Response to the Local Government Review Panel:

*"The Government supports targeting Financial Assistance Grants to communities with the greatest need. It will ask the NSW Grants Commission to continue to identify opportunities to achieve this over time, within the constraints imposed by the national funding principles. It will also ask the Commission to ensure transitional protection for those councils with lower levels of need, to minimise the impact of any redistribution."*

#### 2017 Shifting the Dial: 5 year Productivity Commission Review:

*"The Commission's study into transitioning regional economies noted that where populations have declined in Local Government areas, related declines in revenue are hampering efforts to maintain infrastructure designed to service (and be funded) by larger populations."*

**Greg Tory**

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**To:** Greg Tory  
**Subject:** FW: Local Roads and Community Infrastructure Program - Phase 3 Extension / Final Reports / Updated Phase 1 and Phase 2 Guidelines [SEC=UNOFFICIAL]  
**Attachments:** LRCI - Final Report Table.xlsx; LRCI - Final Report Declaration.docx; LRCI - Final Report Guidance.pdf; LRCI - Final Report Photographic Evidence Template.docx; LRCI Program Guidelines Phase 2 - April 2022.pdf; LRCI Program Guidelines Phase 1 - April 2022.pdf

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**From:** LRCIP <[LRCIP@infrastructure.gov.au](mailto:LRCIP@infrastructure.gov.au)>

**Sent:** Monday, 9 May 2022 8:59 AM

**Subject:** Local Roads and Community Infrastructure Program - Phase 3 Extension / Final Reports / Updated Phase 1 and Phase 2 Guidelines [SEC=UNOFFICIAL]

UNOFFICIAL



Australian Government

Department of Infrastructure, Transport,  
Regional Development and Communications

## **Local Roads and Community Infrastructure Program Update**

### **Phase 3 Extension**

### **Final Reports**

### **Updated Phase 1 and Phase 2 Guidelines**

#### **Phase 3 Extension**

Following continuing strong community and local government support, the Australian Government has committed an additional \$500 million to the LRCI Program to continue to boost Australia's economic recovery. This \$500 million announced in the 2022-23 Budget is for Phase 3 Extension and brings the total Australian Government commitment to the LRCI Program to \$3 billion.

This program supports local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic. The extended LRCI Program Phase 3 will continue to support local jobs and businesses at the time it is needed most.

Under the Phase 3 Extension, Councils will receive a funding allocation equal to their Phase 1 nominal funding allocation. This funding will be available from 1 July 2023, with construction completion due by 30 June 2024.



The Phase 3 Extension is a separate Grant Opportunity delivered like a further Phase, and is not simply additional funds for Phase 3. The Phase 3 Extension Guidelines and Grant Agreements will be drafted by the Department over the coming months. Nominations for Phase 3 Extension will open later in the year.

### **Final Reports**

Eligible Funding Recipients that have completed all their Phase 1 or Phase 2 projects prior to the 2021/2022 Annual Report may submit a Final Report to access their Final Payment Instalment early for each relevant Phase. To be eligible for the final payment within any Program Phase, the Final Report must record that all projects listed in the relevant approved work schedule are complete within the Eligible Construction Time Period (ECTP) detailed in the Program Guidelines for that Phase.

Final Reports are separate to Annual Reports and Quarterly Reports, and can be used to demonstrate that all approved projects within a Phase are completed and eligible to receive the remaining 10% (or actual expenditure) of unpaid funding.

Final Report templates and Guidance documents are attached.

### **Updated Phase 1 and Phase 2 Guidelines**

In recognition of the continuing impacts of inclement weather and COVID-19, the Deputy Prime Minister, the Hon Barnaby Joyce MP made the decision to extend the Eligible Construction Time Period (ECTP) for LRCI Phase 1 and Phase 2 projects to 30 June 2022. The Deputy Prime Minister also decided to align the requirements and timing of the Annual Reports and Quarterly Reports for each phase of the LRCI Program.

The Phase 1 and Phase 2 Guidelines have now been updated to include the 30 June 2022 ECTP and alignment of reporting requirements.

Updated Phase 1 and Phase 2 Guidelines are attached.

### **Further information**

Further information can be found on our website <https://investment.infrastructure.gov.au/about/local-initiatives/local-roads-and-community-infrastructure/> or by contacting [LRCIP@infrastructure.gov.au](mailto:LRCIP@infrastructure.gov.au)

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**16 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**17 PETITIONS**

Nil

**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 Plant and Truck Hire - Additional Contractor**

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.

### **18.2 Audit, Risk & Improvement Committee - Minutes of ARIC Meetings**

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

### **18.3 Lachlan Shire Housing 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.

### **18.4 Tender Assessment - Footpath Tender - 7 locations**

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

### **18.5 APA Group - Private works update**

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.

### **18.6 Electricity Procurement - CNSWJO tender**

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

### **18.7 Offer to purchase part lot 1 DP 1134922 Bathurst St Condobolin**

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.

### **18.8 1 McInness Street Lake Cargelligo Master Plan**

This matter is considered to be confidential under Section 10A(2)di and h 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 and

information concerning the nature and location of a place or an item of Aboriginal significance on community land.