



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

**Date: Wednesday, 26 February 2020**  
**Time: 2:00pm**  
**Location: Condobolin Council Chambers**

# **BUSINESS PAPER**

**Ordinary Council Meeting**

**26 February 2020**

## ***Lachlan Shire –THE HEART OF NSW***



### ***Our Vision:***

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

### ***Mission:***

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

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

Ordinary Meeting - 25 December 2019

Extraordinary Meeting - 29 January 2020

**MINUTES OF LACHLAN SHIRE  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS  
ON WEDNESDAY, 29 JANUARY 2020 AT 2:14PM**

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

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

**1 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**

Was read out by Councillor Mel Blewitt

**2 LEAVE OF ABSENCE**

Councillor Dave Carter and Councillor Peter Harris

**RESOLUTION 2020/1**

Moved: Cr Elaine Bendall

Seconded: Cr Dennis Brady

**3 PUBLIC FORUM**

Nil

**4 DISCLOSURE OF INTEREST**

Nil

**5 INFRASTRUCTURE SERVICES**

**5.1 MAJOR PROJECTS - GRANT FUNDED PROJECTS FOR LACHLAN SHIRE COUNCIL  
- ENGAGEMENT OF PUBLIC WORKS**

**RESOLUTION 2020/2**

Moved: Cr Dennis Brady

Seconded: Cr Mark Hall

That

1. The Director Infrastructure Services Report No. R20/2 be received and noted.
2. Council resolves to make application to the Minister for Water, Property & Housing for the construction of the grant funded water supply and sewerage projects, RNSW755, 841, 842, under Clause 57 of the NSW Local Government Act 1993.
3. The Minister also be advised of Council's intention to make similar applications for any future grant funding for projects such as the construction of the Condobolin Borefields Pipeline,

Condobolin Water Treatment Plant upgrade or replacement, Condobolin Sewer Treatment Plant replacement and the B-section pipeline replacement.

**CARRIED**

## **6 CLOSED SESSION**

### **RESOLUTION 2020/3**

Moved: Cr Melissa Rees  
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:

#### **6.1 Staff Matter**

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

**CARRIED**

#### **6.1 STAFF MATTER**

### **RESOLUTION 2020/4**

Moved: Cr Dennis Brady  
Seconded: Cr Elaine Bendall

That

- (i) That Council receive General Manager's Report No. 20/4.
- (ii) The General Manager seek legal advice and provide a report back to Council.

**CARRIED**

### **RESOLUTION 2020/5**

Moved: Cr Dennis Brady  
Seconded: Cr Mark Hall

That Council moves out of Closed Council into Open Council.

The Mayor then read out the confidential resolutions.

**The Meeting closed at 3:20p.m**

The minutes of this meeting were confirmed at the Ordinary Meeting of the Lachlan Shire Council held on 26 February 2020.

.....  
**CHAIRPERSON**

DRAFT



**4 MAYORAL MINUTE****4.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR - FEBRUARY****TRIM Number:** R20/37**Author:** Mayor**PURPOSE**

To update Council on any meetings attended by the Mayor and Deputy Mayor for the month of February.

**SUPPORTING INFORMATION**

13 December – Mayoral Christmas Function, SRA Pavilion, Condobolin

14-15 December – Ian McNamara (Macca) Visit, Condobolin

15 December – Tottenham Christmas Tree

17 December – Mayor Ken Keith’s Christmas Party, Parkes

19 December – Tottenham Depot Christmas Party, Tottenham

20 December – Condobolin Depot Christmas Party, Condobolin

20 December – Condo Shop Local Christmas Event, Condobolin

11 January – Elvis Festival, Parkes

13 January – Welcome morning tea for Bush Bursary Students

22 January – Penrith City Council Australia Day Awards Dinner

24 January – Dale Gundy Memorial Service, Tottenham.

25 January – Ambassador Welcome Dinner, Lake Cargelligo Bowling Club, Lake Cargelligo

26 January – NSW Lachlan Shire Citizen of the Year Awards, Lake Cargelligo Power Boat and Sail Club, Lake Cargelligo

28 January - Lunch with Coordinator-General Drought and Flood Agency and Advisory Board, Orange Theatre Foyer, Orange

29 January - Meeting with Lachlan Shire Mayor, GM and Luke Bowden (Sustainability Manger) Kathryn Conroy (Community and External Relations) Evolution Mining, Condobolin

29 January – Extraordinary Meeting, Council Chambers Condobolin

29 January – Budget Workshop, Condobolin

3 February – HACC Cook Off, Tottenham

4 February – Meeting with Minister for Water, Property and Housing the Hon. Melinda Pavey MP, Parliament House, Sydney

7 February – Public Hearing for Agriculture Committee’s \$100 Billion by 2030 Inquiry – Dial in, Orange

11 February – Meegan Connors – Western NSW Health, Condobolin

12 February – Social Media Training for Councillors

12 February – Strategic Briefing, Council Chambers, Condobolin

18 February – Don Brown Memorial Dinner, RSL Condobolin

19 February - Toowoomba to Seymour Corridor - Roads of Strategic Importance (ROSI) consultation, Parkes Shire Council, Parkes

20 February – WPRD Board Meeting

25 February - Lachlan ROSCCo - Agricultural Centre, Fifield Road, Condobolin

26 February – Audit, Risk and Improvement Committee, Condobolin

26 February – Ordinary Meeting of Council, Council Chambers, Condobolin

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That Council

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

**5 PUBLIC FORUM**

**6 DISCLOSURE OF INTEREST**

DRAFT

**7 GENERAL MANAGER**

**7.1 ACTIVE RESOLUTIONS - FEBRUARY**

**TRIM Number: R20/33**

**Author: General Manager**

**PURPOSE**

To update Council on any outstanding Active Resolutions as at February 2020.

**SUPPORTING INFORMATION**

The Active Resolutions document is attached.

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

5.7 Strong Effective Council.

**ATTACHMENTS**

**1. Attachment A**

**RECOMMENDATION**

That Council

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

**ACTIVE RESOLUTIONS AS AT 26 FEBRUARY 2020**

**LACHLAN SHIRE COUNCIL  
REPORT TO COUNCIL MEETING  
TO BE HELD ON 26 FEBRUARY 2020**

**AUTHOR: GENERAL MANAGER**

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	GM	<p><b>4/2020 STAFF MATTER</b></p> <p><b>RESOLVED THAT</b></p> <p>The General Manager seek legal advice and provide a report back to Council.</p> <p style="text-align: right;">Brady/Bendall</p>	<p>DCCS is obtaining legal advice and the information should be available for the February Council Meeting.</p>	<p>MARCH 2020</p>
FEB 20	GM	<p><b>376/2019 MELROSE STREET MEDICAL CENTRE LEASE</b></p> <p><b>RESOLVED THAT</b></p> <p>A lease for the Melrose Street Medical Centre be negotiated with Brenshaw Medical Pty Ltd.</p> <p>The Mayor and General Manager be authorised to sign a 1x1x1 year lease with Brenshaw Medical for the Melrose Street Medical Centre.</p> <p style="text-align: right;">Hall/Harris</p>	<p>COMPLETE</p>	<p>COMPLETE</p>
FEB 20	GM	<p><b>375/2019 REQUEST FROM THE CONDOBOLIN PRESCHOOL</b></p> <p><b>RESOLVED THAT</b></p> <p>That Council investigate the options of including this project in the Drought Communities Program Extension Round 2</p> <p>Delegate authority to the Mayor and General Manager to negotiate the terms of any financial assistance provided to the Condobolin Preschool and Childcare Centre.</p> <p style="text-align: right;">Rees/Blewitt</p>	<p>The project is ineligible for funding under the Drought Communities Program Rd2 as the project commenced prior to the funding announcement date of 7 November 2019. Separable elements of the project, which had not commenced before</p>	<p>COMPLETE</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			the funding announcement date, may be considered for funding however this would be a grant to the project and could not be provided on the basis of a loan for future repayment to Council.	
FEB 20	GM	<p><b>34/2019 BUILDING BETTER REGIONS FUND ROUND 4 RESOLVED THAT</b>                      Council submit applications to the Building Better Regions Fund Round 4 for the following projects;                      (a) Lake Cargelligo Walkway Extension Stage 3                      (b) Condobolin Tourism Precinct stage 3                      (c) Condobolin SRA Grounds AFL/Show Ring ground fencing                      (d) Gumbend Lake Amenities Building refurbishment                      (e) Skyfest Event (community stream)                      (f) Lake Cargelligo Swimming Pool Amenities Building replacement.                      Harris/Phillips</p>	COMPLETE	COMPLETE
FEB 20	GM	<p><b>DROUGHT COMMUNITIES PROGRAM EXTENSION ROUND 2</b></p> <p><b>RESOLUTION 2019/1</b>                      Moved: Cr Melissa Blewitt                      Seconded: Cr Mark Hall</p> <p>That Council                      Submit the purchase Slide-On-Water Tanks project.</p>	COMPLETE	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p style="text-align: right;"><b>CARRIED</b></p> <p><b>RESOLUTION 2019/2</b>                      Moved: Deputy Mayor Paul Phillips                      Seconded: Cr Dennis Brady</p> <p>That Council                      Submit the employment of a rural support worker project.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOTION</b>                      Moved: Cr Dave Carter                      Seconded: Cr Melissa Blewitt</p> <p>That Council support free admission to the swimming pools.                      Upon voting the motion was lost</p> <p><b>RESOLUTION 2019/3</b>                      Moved: Cr Melissa Blewitt                      Seconded: Cr Dave Carter</p> <p>That Council                      Support the project of the costs of Western Plains Regional                      Development to host a Mental Health Councillor.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>RESOLUTION 2019/4</b>                      Moved: Cr Elaine Bendall</p>		

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p>Seconded: Cr Dennis Brady</p> <p>That Council support delivery of the complying projects in the Village Enhancement Plans plus the additional \$100k from Item 3 of the report the swimming pool admission.</p> <p style="text-align: right;"><b>CARRIED</b></p>		
OCT 19	GM	<p><b>297/2019 CORRESPONDENCE OCTOBER RESOLVED THAT</b></p> <p>Consider the proposal from PHYZ X 2U and investigate the numbers that utilise and benefit from the service and the costs of supporting the initiative and bring a report back to Council.</p> <p style="text-align: right;">Hall/Bendall</p>	<p>Unable to determine numbers of people who will utilize this service. Only information readily available is a data set produced by the Australian Health Practitioner Regulation Authority. This data is not necessarily reliable for Lachlan Shire. PHYZ X 2U have been asked to provide an indication of the number of people they expect to utilize the service however they cannot provide accurate data.</p>	APRIL 2020



Date	Dept.	Resolution	Action Taken to Date	Expected Completion
OCT 19	GM	<p><b>281/2019 MAYORAL MINUTE LACHLAN VALLEY COUNCILS – WATER SUPPLY EXECUTIVE GROUP THAT COUNCIL</b></p> <p>Support the State and Australian Governments intent to upgrade Wyangala Dam and write to each expressing appreciation for funding this essential project.</p> <p>The Mayor and General Manager participate in the Lachlan Valley Councils - Water Supply Executive Group.</p> <p style="text-align: right;">Carter/Blewitt</p>	COMPLETE	COMPLETE
FEB 20	ETED	<p><b>377/3019 QUOTE Q2019/24 - REPLACEMENT OF BACKHOE</b></p> <p><b>RESOLVED THAT</b></p> <p>Council purchase one new Caterpillar 434F2 Backhoe from Westrac for \$186,890.00. Sell fleet No. 5042 - 2012 JCB 3CX 4WD Backhoe to Pickles Auctions for \$64,000.00 with a changeover of \$122,890.00.</p> <p>3. The Director Environment, Tourism and Economic Development be authorised to raise a Council purchase order for this procurement.</p> <p style="text-align: right;">Carter/Bendall</p>	An order has been placed for the backhoe.	COMPLETE
FEB 20	ETED	<p><b>355/2019 DA2019/4 - Construction of a New Council Works Depot - 3-13 Galari Circuit, Condobolin</b></p> <p><b>RESOLVED THAT</b></p> <p>Council resolve to approve DA2019/4 subject to the conditions recommended by Penrith City Council and subject to the suggested changes within this report.</p> <p>3. Council provide a material public benefit to the value of approximately \$47,000 in lieu of payment for a section 7.12 (94A) Developer Contribution in accordance with Lachlan Contributions Plan 2015.</p> <p><u>In Favour:</u> Crs John Medcalf, Paul Phillips, Elaine Bendall, Melissa Blewitt, Dennis Brady, Dave Carter, Mark Hall, Peter Harris and Brian Nelson</p> <p><u>Against:</u> Nil</p>	Approval has been issued. Tender drawings are currently being prepared.	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	ETED	<p><b>354/2019 COMMUNITY PARTICIPATION PLAN AND AMENDMENTS TO LACHLAN DEVELOPMENT CONTROL PLAN 2018</b></p> <p>RESOLVED THAT</p> <p>The General Manager be granted delegation to update and finalise the Community Participation Plan and Development Control Plan, as outlined in the report, before the adopted documents are published.</p> <p>The adopted Community Participation Plan and Development Control Plan be published on the NSW Department of Planning, Industry and Environment's Planning Portal and Council's website.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>Community Participation Plan has been finalised and is now on the NSW Planning Portal.</p>	<p>COMPLETE</p>
FEB 20	ETED	<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>RESOLVED THAT</p> <p>Council proceed with the compulsory acquisition of the land known as Lot: 7308 and DP: 1151003 and Lot: 79 DP: 752333 for the purpose of Lake Cargelligo Waste Facility Landfill Expansion in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>Council make an application to the Minister and the Governor for approval to acquire Lot: 7308 DP: 1151003 and Lot: 79 DP: 752333 by compulsory process under section [186(1) of the Local Government Act.</p> <p>That the land is to be classified as operational land.</p>	<p>Application has been lodged with the Minister. Awaiting further feedback.</p>	<p>April 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<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>		
FEB 20	ETED	<p><b>352/2019 CREATING HOMES FOR THREATENED SPECIES - CENTRAL WEST COUNCILS ENVIRONMENT &amp; WATERWAYS ALLIANCE PROJECT</b></p> <p><b>RESOLVED THAT</b></p> <p>Council confirm its participation in the project with the Alliance's Project Coordinator and authorise Council officers to nominate an appropriate site or sites after consultation with the relevant stakeholders.</p> <p>Clr Hall recommened that Mr and Mrs Van Dyk from Lake Cargelligo be consulted about a suitable location near the Lake.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Council officers have confirmed with the Alliance's project coordinator that they will take part in the project. We are awaiting confirmation that the grant has been successful. The next phase will require Council officers to nominate an appropriate site which will be done in consultation with Mr and Mrs Van Dyk, once this information is requested from the Alliance.</p>	ONGOING

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	ETED	<p><b>349/2019 DRAFT DESTINATION MANAGEMENT PLAN</b></p> <p><b>RESOLVED THAT</b></p> <p>The Destination Management Plan, as amended in track changes, be adopted by Council</p> <p>Council officers begin work on the Strategic Action Plan in the DMP and work with Council to determine the priorities and funding streams for the relevant actions.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Destination Management Plan has been finalised and is on the Council's website. Council officers will now work with Council on the Strategic Action Plan to determine priorities and funding streams for the relevant actions</p>	<p>Ongoing</p>
NOV 19	ETED	<p><b>332/2019 TENDER ASSESSMENT – COUNCIL ADMINISTRATION BUILDING ROOF REPLACEMENT</b></p> <p><b>RESOLVED THAT</b></p> <p>Council decline to accept the tender in its entirety and decide to enter into negotiations with the tenderer to carry out the replacement of the AC systems.</p> <p style="text-align: right;">Phillips/Harris</p>	<p>Council has obtained a revised quote from the AC contractor to be the principal contractor for the work and to engage sub-contractors to deliver other components to ensure the works are completed in the most efficient way possible.</p> <p>A report is included later in the business paper.</p> <p>Works are expected to commence in March.</p>	<p>AUGUST 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
NOV 19	ETED	<p><b>321/2019 LOCAL HERITAGE FUND (SMALL GRANTS) 2019/20</b></p> <p><b>RESOLVED</b></p> <p>Council allocate the \$15,260.00 from the Lachlan Shire Council Local Heritage Fund 2019-2020 as follows:</p> <ul style="list-style-type: none"> <li>(a) \$2,000.00 for the works to Tottenham and Albert Cemeteries;</li> <li>(b) \$2,475.00 for the works to Tottenham Men's Shed;</li> <li>(c) \$5,392.00 for the works to 14 Bathurst Street, Condobolin; and</li> <li>(d) \$5,392.00 for the works to 7 Foster Street, Lake Cargelligo.</li> </ul> <p style="text-align: right;">Harris/Brady</p>	<p>A funding offer and contract have been sent to the successful applicants and they have all been signed and returned.</p> <p>The Applicants now have until April 2020 to complete the works.</p>	APRIL 2020
SEPT 19	ETED	<p><b>275/2019 LAKEVIEW CARAVAN PARK MANAGEMENT CONTRACT</b></p> <p><b>RESOLVED THAT</b></p> <p>Council agree to enter into a contract with PRO Management for the management of the Lakeview Caravan Park for the period from 12 September 2019 to 31 August 2020 on the basis of a retainer of \$75,000 per year and a commission of 30% of the total operating income from the preceding month.</p> <p>The Mayor and General Manager be delegated authority to sign and affix the Council Seal to the contract documents.</p> <p style="text-align: right;">Hall/Phillips</p>	<p>At the time of writing this report Council officers were still working out the terms of the contract with the contractor.</p>	MARCH 2020
SEPT 19	ETED	<p><b>274/2019 DWELLING APPRAISALS - 6 TOWNSEND STREET, LAKE CARGELLIGO &amp; 81 LOUGHNAN STREET, LAKE CARGELLIGO</b></p> <p><b>RESOLVED THAT</b></p> <p>The General Manager seek quotations for the disposal of 6 Townsend Street and 81 Loughnan Street via public auction and engage a licenced auctioneer to facilitate the sale of these properties.</p> <p>The reserve price for the sale of 6 Townsend Street be sat at \$365,000 and The reserve price of 81 Loughnan Street be set at \$460,000.</p>	<p>The General Manager has met with the lease holder of No. 6 Townsend Street, Lake Cargelligo and notified the lease holder of Council's intentions.</p>	FEBRUARY 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p>The tenant at 6 Townsend Street Lake Cargelligo be given notice to vacate the property in accordance with the terms of the current lease agreement in order to give vacant possession of the property at the time of auction.</p> <p>The Mayor and General Manager be authorised to sign the contracts of sale.</p> <p style="text-align: right;">Hall/Brady</p>	<p>A report in relation to this matter is included within the business paper.</p>	
SEPT 19	ETED	<p><b>255/2019 TOTTENHAM CARAVAN PARK – MANAGEMENT MODEL</b></p> <p><b>RESOLVED THAT</b></p> <p>Council invite tenders for the management and operation of the Tottenham Caravan Park under a new 3 year contract.</p> <p>A further report be presented to Council on the outcome of the tender process.</p> <p style="text-align: right;">Brady/Carter</p>	<p>The contract document has been prepared and should be out to tender by the time of this Council meeting.</p>	APRIL 2020
SEPT 19	ETED	<p><b>251/2019 DRAFT COMMUNITY PARTICIPATION PLAN</b></p> <p><b>RESOLVED THAT</b></p> <p>The draft Community Participation Plan and the associated draft changes to the Lachlan Development Control Plan 2018 be exhibited for a period of at least 28 days.</p> <p>A report be brought back to Council addressing any submissions, recommending any amendments and seeking endorsement to implement the CPP.</p> <p style="text-align: right;">Carter/Brady</p>	COMPLETE	COMPLETE
AUG 19	ETED	<p><b>231/2019 ENVIROWEST CONSULTING INVESTIGATION REPORT – RANDALL PLACE, CONDOBOLIN</b></p> <p><b>RESOLVED THAT:</b></p> <p>Council engage qualified consultant/s to perform all remediation works as recommended to make the lots suitable for residential use.</p> <p>Council officers to liaise with all stakeholders to implement Remediation Action Plan.</p> <p style="text-align: right;">Brady/Blewitt</p>	<p>Meetings have been held with all owners of affected land.</p> <p>A Development Application was lodged. The DA was assessed</p>	FEBRUARY 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			<p>by Penrith City Council who recommended approval of the DA. The DA was subsequently determined.</p> <p>At the time of writing this report work was scheduled to commence on-site on 17 February 2020.</p>	
AUG 19	ETED	<p><b>229/2019 LAKEVIEW CARAVAN PARK MANAGEMENT CONTRACT RESOLVED THAT:</b>                      Council officers seek to formalise the agreement with Pro Management to manage the park until 31 August 2020 on the same basis as Riverview Caravan Park.                      Council officers investigate possible funding options to update business plans for both Riverview Caravan Park in Condobolin and Lakeview Caravan Park in Lake Cargelligo.                      Council authorise Council officers to vary the Procurement and Disposal Policy should Pro Management be willing to enter into an agreement to manage the park until 31 August 2020.</p> <p style="text-align: right;">Harris/Brady</p>	<p>Refer to comment above. Contract is currently being negotiated with the contractor.</p>	MARCH 2020
AUG 19	ETED	<p><b>216/2019 LACHLAN SHIRE ABORIGINAL HERITAGE STUDY RESOLVED THAT:</b>                      Council resolve to utilise the grant funding from the Office of Environment and Heritage by preparing an Aboriginal Heritage Study for the Shire and seek quotations from suitably qualified consultants to prepare the study.</p> <p style="text-align: right;">Hall/Blewitt</p>	<p>Quotations have been provided and Council officers are currently reviewing and will engage a contractor by early March.</p>	SEPTEMBER 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
AUG 19	ETED	<p><b>214/2019 DRAFT DESTINATION MANAGEMENT PLAN</b>  <b>RESOLVED THAT:</b></p> <p>The Draft Destination Management Plan be placed on public exhibition for a period of twenty-eight (28) days and key stakeholders be notified of the draft plan and be invited to comment.</p> <p>Following the public exhibition of the Draft Destination Management Plan a further report be tabled with Council outlining the outcomes of the public exhibition period and seeking Council's adoption of the final Destination Management Plan.</p> <p style="text-align: right;">Harris/Brady</p>	<p>As outlined above, the Destination Management Plan is now complete.</p>	<p>COMPLETE</p>
JULY 19	ETED	<p><b>180/2019 Notice of Motion – Honour Roll Board</b>  <b>RESOLVED THAT COUNCIL</b></p> <p>Consult with the Heritage and Historical Societies within the Lachlan Shire in regards to an Honour Board being established that would recognise past and present names of people who have made significant contributions in the Lachlan Shire.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>Discussions with Council's heritage advisor are ongoing in relation to this matter – the heritage advisor is investigating ways that this can be done.</p>	<p>MARCH 2020</p>
JUNE 19	ETED	<p><b>153/2019 TENDER ASSESSMENT - LAKE CARGELLIGO SHOWGROUND AMENITIES AND STABLES</b>  <b>RESOLVED THAT</b></p> <p>Council decline to accept any of the tenders and consult with the community to reduce the scope of works before re-advertising the tender.</p> <p>A letter be sent to the unsuccessful tenders thanking them for their submission and advising them of Council's decision.</p> <p style="text-align: right;">Harris/Carter</p>	<p>Letters have been sent to the unsuccessful tenders thanking them for their submission and advising them of Council's decision.</p> <p>Council officers have met with the Lake Cargelligo Show Society and are</p>	<p>FEBRUARY 2020</p>



Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			<p>working through the changes to the scope. Revised plans were prepared and Council sought new quotations for the revised works.</p> <p>A report is provided in relation to this matter in this business paper.</p>	
JUNE 19	ETED	<p><b>152/2019 QUOTATION ASSESSMENT - GUM BEND LAKE AMENITIES FACILITY REFURBISHMENT RESOLVED THAT</b></p> <p>The scope of works for the refurbishment of the Gum Bend Lake amenities building be reduced to match the available budget and the Gum Bend Lake Advisory Committee be consulted regarding the proposed work to be undertaken.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Council officers will undertake the refurbishment works utilising the existing budget provided no other suitable funding opportunities arise to refurbish the facility.</p>	JUNE 2020
MAY 19	ETED	<p><b>112/2019 LACHLAN VALLEY UNITED PHYSICAL CULTURE CLUB – LICENSE TO USE TENNIS CLUB BUILDING RESOLVED THAT</b></p> <p>Council enter into a licence agreement with the Lachlan Valley United Physical Culture Club Inc. and;</p> <p>The Mayor and General Manager be authorised to sign the licence documents and affix the Council seal.</p> <p style="text-align: right;">Phillips/Brady</p>	<p>The licence has been sent to the Physical Culture Club for signing.</p>	FEBRUARY 2020
MAY 19	ETED	<p><b>115/2019 LAKE CARGELLIGO AND TOTTENHAM CARAVAN PARK CONTRACTS RESOLVED THAT</b></p> <p>Council invite tenders for a new contract to manage the Lake Cargelligo Caravan Park from 12 September 2019 to 30 June 2023.</p> <p>The Tottenham Caravan Park revert to a Freedom camping area and further consideration be given to concurrent, compatible development opportunities for the site.</p>	<p>Both caravan parks are discussed above.</p>	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		Phillips/Carter		
APR 19	ETED	<p><b>66/19 PROPOSED COMPULSORY ACQUISITION OF CROWN LAND FOR THE EXPANSION OF WASTE FACILITY AND ACCESS ROAD AT LAKE CARGELLIGO</b>  <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 style="text-align: right;">Hall/Phillips</p>	As outlined above, an application is currently before the Minister.	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 18	ETED	<p><b>28/18 LAKE CARGELLIGO WASTE FACILITY – LAND ACQUISITION</b>  <b>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 resolutions above. The matter above needs to be resolved before the acquisition process can continue.</p>	APRIL 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
DEC 2017	ETED	<p><b>326/17 HERITAGE COMMITTEE MEETING 22 NOVEMBER 2017</b>  <b>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 restoration works at Melrose Homestead, and \$2,000 to the Tottenham &amp; Albert Cemetery Committee for headstone restoration.</p> <p style="text-align: right;">Rees/ Frankel</p>	<p>Melrose Homestead – funds acquitted.                      Cemetery funds acquitted.                      Ervin – works not complete and funds now no longer available.</p> <p>The Heritage Advisor has provided a quote for the preparation of the CCMP for \$9,900. The Heritage Advisor was initially to prepare the plan for Condobolin in December 2018. However the heritage advisor was focused on the completion of the Beech Periscope in Memorial Park and ensuring that Council submitted applications for a number of grants which were available in the heritage space, including the grant for the Aboriginal Heritage Study.</p> <p>A draft plan for Tullibigeal has been received and is currently undergoing a review.</p>	<p>2020 – Progressive delivery and completion.</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
			<p>The balance of the plans will be Albert, Fifield, Burcher, Lake Cargelligo, Tottenham and Condobolin which will be inspected from APRIL 2020. It is anticipated that the final draft plan will be presented to Council in mid 2020.</p>	
MAR 19	ETED	<p><b>2019/54 LOCAL STRATEGIC PLANNING STATEMENTS</b></p> <p>Council endorse the preparation of the Local Strategic Planning Statement for the entire Lachlan Local Government Area as one single document.</p>	<p>Representatives from the Department of Planning Industry and Environment have visited Council to work through a program to prepare the LSPS. Initial works have commenced on the preparation of the plan and a draft plan will be presented to the March Council meeting.</p>	<p>Ongoing – a draft plan is expected to be sent to Council in MARCH 2020. LSPS to be adopted by JUNE 2020</p>
MAR 19	ETED	<p><b>57/2019 BULKY WASTE KERBSIDE COLLECTION</b></p> <p>The waste budget expenditure be monitored for the remaining 2018/19 financial year and if operational budget savings can be identified allocate those savings to undertake a bulk waste collection in the first quarter of the 2019/20 financial year.</p>	<p>Insufficient funds were available in the 2018/19 budget. However, should additional funding be available this year a collection will be undertaken.</p>	<p>Ongoing</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
FEB 20	C&CS	<p><b>373/2019 CONTRACT FOR ADMINISTRATION OF SEPTEMBER 2020 LOCAL GOVERNMENT ELECTIONS</b></p> <p><b>RESOLVED THAT</b></p> <p>The General Manager be authorised to execute the Contract with Electoral Commissioner.</p> <p style="text-align: right;">Harris/Hall</p>	<p>Contract signed &amp; sent back to NSW electoral commissions.</p> <p>Council received the NSW EC co-signed agreement 16/12/19.</p>	COMPLETE
FEB 20	C&CS	<p><b>372/2019 UNDETECTED WATER LEAK - ASSESSMENT 1016700</b></p> <p><b>RESOLVED THAT</b></p> <p>Approve the request to reduce the water consumption charges for the period of 9 March 2019 to 16 August 2019 by \$7,729.59 including interest of \$124.11 in accordance with Council's undetected water leak policy.</p> <p style="text-align: right;">Hall/Bendall</p>	Actioned 17/12/19	COMPLETE
FEB	C&CS	<p><b>347/2019 YOUTH SERVICES REPORTS - JULY TO SEPTEMBER 2019 AND COMMENTS ON 30 JUNE 2019 FINANCIAL RESULTS</b></p> <p><b>RESOLVED THAT</b></p> <p>Provide any feedback on the contents of the report for the information of Western Plains Regional Development Committee.</p> <p style="text-align: right;">Harris/Blewitt</p>	WPRD Feedback on 30 June 2019 financial results and the July to September 2019 report submitted to December meeting.	COMPLETE
FEB 20	C&CS	<p><b>345/2019 DONATION REQUESTS</b></p> <p><b>RESOLVED THAT</b></p> <p>Donate \$500.00 to Condo Chamber of Commerce for the Shop Local Campaign to be held on the 20<sup>th</sup> December 2019.</p> <p>Donate \$500 to Tullibigeal Christmas Tree 2019.</p> <p>Defer the NAIDOC Initiative request to next meeting and ask about participation/inclusion of the other Schools within the Shire.</p>	All donations paid 18/12/19	All donations COMPLETE.

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		Donate \$950.00 to the Condobolin Trike and Museum. Donate \$5000.00 to the Condobolin RSL Pipe Band toward the Condobolin Tattoo 2020. Donate \$500.00 to Danielle Hoskins to participate in the NSW under 18's Indigenous School girl's netball team. Approve the In-kind support requested for the Condobolin Rotary Christmas Carnival 2019. Approve the In-kind support requested from Centre Life Church for their Carols In Candlelight event held on the 15 December 2019.	NAIDOC-Request emailed. Response received 2/1/20-will go to February 20 council meeting.	NAIDOC-ongoing
NOV 19	C&CS	<b>318/2019 YOUTH SERVICES REPORTS - APRIL TO JUNE 2019 AND 4 YEAR REPORT 2015/2016 TO 2018/2019</b> <b>RESOLVED THAT</b> Provide any feedback on the contents of the report for the Western Plains Regional Development Committee. And that Western Plans Regional Development provide current financial information to Council. <p style="text-align: right;">Harris/Phillips</p>	Four year strategic report 2015/2016 to 2018/2019 submitted to November 2019 meeting. WPRD provided commentary around financial results for year ended 30 June 2019 to the December meeting.	COMPLETE
NOV 19	C&CS	<b>313/2019 DONATION REQUESTS</b> <b>RESOLUTION</b> That Council defer the donation and in-kind request from Condobolin RSL Pipe Band's 2020 Tattoo event to the December Council meeting. That council seek additional information from the Condobolin Pipe Band for their profit and loss statements from the previous Tattoo event. <p style="text-align: right;">Brady/Phillips</p>	20/11/19 Communication sent requesting further information as resolved. Additional information submitted to December meeting.	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
OCT 19	C&CS	<p><b>DONATION REQUESTS</b></p> <p><b>RESOLUTION 2019/5</b>                      Moved: Cr Melissa Blewitt                      Seconded: Cr Elaine Bendall                      That Council donate \$500 to Tottenham Swimming Club toward their swimming carnival to be held in February 2020.</p> <p><b>RESOLUTION 2019/6</b>                      Moved: Cr Melissa Blewitt                      Seconded: Cr Brian Nelson                      That Council donate \$5000 and the requested in-kind support to the Condobolin Sports Promotion for the annual Condo 750 event to be held in 2020.</p> <p><b>RESOLUTION 2019/7</b>                      Moved: Cr Dave Carter                      Seconded: Cr Peter Harris                      That Council donate \$500 to the 2019 Condobolin Rotary Christmas Carnival.</p>	<p>Letter issued 1/11/19 with EFT payment to be processed on 7/11/19</p> <p>Letter issued 1/11/19 with EFT payment to be processed on 7/11/19. Letter advised in kind support to be detailed on the event application form.</p> <p>Letter drafted with cheque to be sent on 7/11/19.</p>	COMPLETE
SEP 19	C&CS	<p><b>249/2019 DETERMINATION OF THE ADMINISTRATION ARRANGEMENTS FOR THE SEPTEMBER 2020 LOCAL GOVERNMENT ELECTIONS</b></p> <p><b>RESOLVED THAT:</b></p> <p>1. Pursuant to s. 296(2), (3) and (5A) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.</p> <p>2. pursuant to s. 296(2), (3) and (5A) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.</p> <p>3. pursuant to s. 296(2), (3) and (5A) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by</p>	<p>11/10/19 Email sent to Steve Robb (NSWEC) advising of council's decision to use NSWEC for 2020 election.</p> <p>Email response received from Steve 11/10/19 advising contracts should go out to council's shortly.</p>	COMPLETE



Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		contract for the Electoral Commissioner to administer all constitutional referenda of the Council.  (Carter/Rees)	Council resolved contract signing by GM at December meeting.  Contract signed & sent back to NSW electoral commissions.  Council received the NSW EC co-signed agreement 16/12/19.	
JULY 19	C&CS	<b>162/2019 QUARTERLY YOUTH SERVICES REPORT</b> <b>RESOLVED THAT COUNCIL</b> Provide any feedback on the contents of the report for the Western Plains Regional Development committee.  Hall/Bendall	Quarterly report April to June 2019  Four year strategic report 2015/2016 to 2018/2019 submitted to November 2019 meeting.	COMPLETE
JUNE 19	C&CS	<b>150/2019 TRANSFER OF LICENCE RESERVE NUMBER R86016</b> <b>RIVERVIEW CARAVAN PARK RESERVE TRUST STABLE A</b> <b>RESOLVED THAT</b> Formally receive and note the Director Corporate and Community Services Report No. R19/102; AND Resolves to rescind Resolution 2019/78; AND Approves the transfer of the existing Licence over Crown Reserve 86016: Part Lot 247 DP 753113 'Stable A' from Raymond Shields to Tracy'anne MacDonald; AND Writes to the Minister to obtain consent to transfer the existing Licence over Crown Reserve 86016: Part Lot 247 DP 753113 'Stable A'; AND	Email sent to Moore Co Solicitors to attend to the amended application to the Minister for consent to transfer licence. 3/10/19 Email sent to Moore & Co Solicitors. Council advised that letter has been sent to Crown Lands requesting Ministerial Consent including a	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		Authorise the Mayor and General Manager to sign the transfer of Licence documentation and affix the Council Seal.  Harris/hall	copy of Councils resolution approving the transfer. DCCS to establish if sale to Ms McDonald has gone through.	
AUGUST 18	C&CS	<b>237/2018 MINUTES OF ABORIGINAL ADVISORY COMMITTEE MEETING - JULY 2018</b>  <b>RESOLVED THAT:</b> That the Aboriginal Advisory Committee be briefed in detail of the functions and responsibilities of 355 committees.  Harris/Rees	Meeting scheduled for 22 July 2019 cancelled due to not reaching a quorum.  Discussions have been held with GM, DCCS and Cr Carter to agree on a proposed way forward for the committee. Correspondence drafted waiting approval of Cr Carter before issuing to all committee members.  Matter to be discussed at the strategic briefing in February for resolution by Council at its February 2020 meeting.	MARCH 2020

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
APR 18	C&CS	<p><b>88/18 UPDATE ON PROVISION OF YOUTH SERVICES BY WESTERN PLAINS REGIONAL DEVELOPMENT INC.</b>  <b>RESOLVED THAT:</b>                      Council continue to look for suitable venues and funding.</p> <p style="text-align: right;">Frankel/Hall</p>	<p>Discussion with EO, WPRD re applying for grant funding for new youth centre</p>	<p>Ongoing.</p>
MAR 19	C&CS	<p><b>2019/53 OUTSTANDING RATES &amp; CHARGES</b>                      A report outlining the approach to be undertaken regarding debt recovery, including recommended action to pursue debt recovery processes in specific cases, be reported in detail at a future Council Meeting.</p>	<p>A comprehensive review of outstanding rates needs to be undertaken. This includes properties that may be at sale of land stage.</p> <p>Revised Debt Recovery Policy expected to go Council in March 2020. Once council gives in principle support, this will go to public submission for 30 days.</p>	<p>MAY 2020</p>
FEB 20	IS	<p><b>2/2020 MAJOR PROJECTS - GRANT FUNDED PROJECTS FOR LACHLAN SHIRE COUNCIL - ENGAGEMENT OF PUBLIC WORKS</b>  <b>RESOLVED THAT</b>                      Council resolves to make application to the Minister for Water, Property &amp; Housing for the construction of the grant funded water supply and sewerage projects, RNSW755, 841, 842, under Clause 57 of the NSW Local Government Act 1993.</p> <p>The Minister also be advised of Council's intention to make similar applications for any future grant funding for projects such as the</p>	<p>Letter to the Minister was sent 3 Feb 2020.</p>	<p>COMPLETE</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		construction of the Condobolin Borefields Pipeline, Condobolin Water Treatment Plant upgrade or replacement, Condobolin Sewer Treatment Plant replacement and the B-section pipeline replacement.  Brady/Hall		
FEB 20	IS	<b>371/2019 TENDER ASSESSMENT - IFT T2019/9 SEWER ASSET DATA VERIFICATION AND CAPTURING</b>  <b>RESOLVED THAT</b>  Council resolves to accept the offer of Rapid Map Services Pty Ltd for the Sewer Asset Data Verification and Capturing in the amount of \$183,500 plus 10% contingency, totalling \$201,850 plus GST;  Council resolves to transfer \$201,850 from the Sewer Reserve to the FY1920 budget to fund the project;  The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.  Hall/Harris	Contract has been awarded to Rapid Map Services Pty Ltd. Mobilise April.	COMPLETE
FEB 20	IS	<b>365/2019 MAJOR PROJECTS - CONDOBOLIN WATER TREATMENT PLANT UPGRADE OR REPLACEMENT AND SEWERAGE TREATMENT PLANT REPLACEMENT</b>  <b>RESOLVED THAT</b>  The Mayor and General Manager write to the Department of Planning, Industries and Environment seeking funding for the design and construction of the Condobolin Sewerage Treatment Plant replacement.  Harris/Phillips	Letter to the Minister was sent 11 December 2019. No reply to date.	COMPLETE
FEB 20	IS	<b>364/2019 TRANSPORT CAPITAL WORKS PROGRAMME 2019/2020 TO 2022/2023</b>  <b>RESOLVED THAT</b>  The Transport Capital Works Program 2018/2020 to 2022/2023 be included in the draft 2020/2021 Operational Plan.	Details forwarded to DCCS for inclusion in	COMPLETE

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p>The Director Infrastructure Services and Manager Roads progress with Years 5 to 10 to complete the Ten Year Roads Program.</p> <p style="text-align: right;">Harris/Rees</p>	<p>FY2021 Budget process and LTFF.</p>	
<p>FEB 20</p>	<p>IS</p>	<p><b>363/2019 RNSW841 TOTTENHAM WATER SECURITY PROJECT &amp; RNSW842 EFFLUENT MANAGEMENT SYSTEM PROJECT - FUNDING FOR COUNCIL CO-CONTRIBUTIONS</b></p> <p>THAT COUNCIL</p> <p>resolves not to take on debt through loan facilities to fund RNSW841 Tottenham Water Security project or RNSW842 Effluent Management project;</p> <p>resolves to co-contribute from water and sewer reserves a maximum of 5% of the project budgets to minimise the draw down on those reserves, namely:</p> <p>a. \$361k from water reserves for RNSW841 Tottenham Water Security Project</p> <p style="padding-left: 40px;">b. \$206k from sewer reserves for RNSW842 Effluent Management Project;</p> <p>with the balance of required funds to be sought through existing and new grant funds;</p> <p>resolves to transfer \$250,000 from water reserve for the scope change supporting documents, including design &amp; estimate, for RNSW841 Tottenham Water Security project, with a view to a future grant application for 95% of the cost of the project;</p> <p>directs the Director Infrastructure Services to seek additional grant funds for RNSW842 Effluent Management project from both the NSW Government and the Australian Government for 95% of the cost of the project and provide a further report to Council;</p> <p>directs that Restart NSW are advised of its maximum co-contributions from its reserve funds and Council's intention to seek additional grant funding before it allocates any additional funding or proceeds further on the</p>	<p>Letter to the Minister was sent 3 Feb 2020. Further expenditure on RNSW841 &amp; 842 on hold until Public Works appointed as project managers. Refer to 2/2020</p>	<p>On Hold until Minister's determination.</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p>projects, including requests for supporting information for the scope change requests;</p> <p>resolves to outsource the project management of these projects, subject to additional grant funding becoming available.</p> <p style="text-align: right;">Harris/Hall</p>		
FEB 20	IS	<p><b>362/2019 FY1920 RECREATION MONTHLY UPDATE FOR NOVEMBER</b></p> <p><b>RESOLVED THAT</b></p> <p>Council resolves to fund the play equipment for the Tottenham Racecourse upgrade in accordance with the grant deed by transfers of:</p> <p>a. \$10,450 from Condobolin District Retirement Village reserve (amount remaining from Tottenham allocation \$200,000 with \$189,550 spent to date) and;</p> <p>b. \$15,550 from Lake Cargelligo Walkway Stage 3 co-contribution (grant unsuccessful, \$130,000 budget allocation, less \$66,000 re-allocation to Lake Recreation Ground Irrigation Stage 2, leaving \$64,000 available).</p> <p style="text-align: right;">Harris/Bendall</p>	<p>Financial adjustments made to the Budget in Quarterly Budget Review QBR2.</p>	<p>COMPLETE</p>
FEB 20	IS	<p><b>361/2019 LACHLAN RIVER FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN</b></p> <p><b>RESOLVED THAT</b></p> <p>Cr Mark Hall moved an amendment to the original recommendation as follows:</p> <p>That Council defer the report to the next Council meeting with clarification on the impacts of the recommendation.</p> <p style="text-align: right;">Phillips/Brady</p>	<p>Consultant presented to Strategic Briefing on 12 February. Report to Council to be amended and resubmitted for Council consideration.</p>	<p>MARCH 2020</p>
FEB 20	IS	<p><b>357/2019 FY1920 ROADWORKS MONTHLY UPDATE FOR NOVEMBER</b></p> <p><b>RESOLVED THAT</b></p>		

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		<p>That Council acknowledge the need to the procurement of additional road construction resources from outside the local government area to complete the \$16m Roads Program for FY1920.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Initial site visit undertaken with Parkes Shire staff. Offers of assistant also received from Forbes Shire. At this stage no engagement has been actioned. Grant deeds not signed for some projects meaning completion of works can be extended until FY2021. Refer Quarterly Budget Review QBR2. Final decision on engagement of outside resources will be made at end of Q3</p>	<p>APRIL 2020</p>
<p>FEB 20</p>	<p>IS</p>	<p><b>356/2019 GRANT DEEDS - FIXING COUNTRY ROADS - RNSW2321 TULLIBIGEAL ROAD UPGRADE</b></p> <p><b>RESOLVED THAT</b></p> <p>Council allocates the recently announced additional Roads to Recovery drought funding to the SR1029 Tullibigeal Road Upgrade, in order to fund the estimated shortfall for completion of the project.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Roads to Recovery project has been submitted and approved. Site work commenced in January 2020. Additional RTR allocation to be included in FY1920 Budget. Refer Quarterly Budget Review QBR2.</p>	<p>JUNE 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
NOV 19	IS	<p><b>331/2019 MINOR PROJECT –RNSW1606 CONDOBOLIN TRUCK WASH UPGRADE</b></p> <p><b>RESOLVED THAT</b></p> <p>A grant application be submitted to Round 2 of Fixing Country Roads 2019 for the \$321,000 additional funds required for the Condobolin Truck Wash Upgrade;</p> <p>The Restart NSW be advised that Council is applying for additional funds and a request be made for an extension of time for the current funding deed.</p> <p style="text-align: right;">Harris/Phillips</p>	<p>Application submitted to Fixing Country Roads 2019 Round 2 at end December. No announcement to date.</p>	<p>FEBRUARY 2020</p>
OCT 19	IS	<p><b>299/2019 TULLIBIGEAL BORE AND PIPELINE TENDER ASSESSMENT</b></p> <p>Council resolve to decline all tender offers from all tenderers for the Tullibigeal bore and pipeline project.</p> <p>Council resolve to not invite new tenders due to the lack of conforming tenders received and the excessive tendered prices,</p> <p>Council enter into negotiations with Aquawest with a view to entering into a contract in relation to the Tullibigeal bore and pipeline project.</p> <p>Council delegate authority to the General Manager to negotiate a project price within the available project budget.</p> <p>The Mayor and General Manager be authorised to execute the contract document and affix the Council seal.</p> <p style="text-align: right;">Harris/Bendall</p>	<p>Contract Executed.</p>	<p>COMPLETE</p>
OCT 19	IS	<p><b>294/2019 FY1920 ROADWORKS MONTHLY UPDATE FOR COUNCIL</b></p> <p>That the Director for Infrastructure bring back a traffic count report to Council at a future meeting for Slee Street, Fifield.</p> <p style="text-align: right;">Bendall/Carter</p>	<p>Traffic count underway.</p>	<p>FEBRUARY 2020</p>



Date	Dept.	Resolution	Action Taken to Date	Expected Completion
AUG 19	IS	<p><b>221/2019 LAKE CARGELLIGO SKATE PARK TOILET OPTIONS</b></p> <p><b>RESOLVED THAT</b></p> <p>Council adopt the single uni-sex ambulant toilet as the preferred option and consider funding the installation and cleaning costs of the new toilet block in future budgets.</p> <p style="text-align: right;">Hall/Blewitt</p>	<p>Cost and budget for single uni-sex toilet to be developed for FY2021 budget consideration. Costing on hold until Building Better Regions Fund application for a new amenity block at Lake Pool is determined.</p>	<p>JUNE 2020</p>
JULY 19	IS	<p><b>179/2019 NOTICE OF MOTION – J.BRADY BRIDGE</b></p> <p><b>RESOLVED THAT</b></p> <p>Council investigate the protocol of changing the name from J. Brady Bridge to the Jack Brady Bridge and bring a report back to Council.</p> <p style="text-align: right;">Brady/Phillips</p>	<p>28 day period for public comment being advertised in late February.</p>	<p>APRIL 2020</p>
NOV 18	IS	<p><b>366/18 LANDOWNER ROYALTIES - COUNCIL PRODUCTION GRAVEL PRODUCTS</b></p> <p><b>RESOLVED THAT:</b></p> <p>Council adopt the Draft Gravel Extraction Agreement.</p> <p>Approve a fair base royalty rate of \$0.65/t.</p> <p>Approve an additional royalty rate of \$0.30/t when Council on-sells gravel in a commercial arrangement.</p> <p>Trial the proposed lease agreement with some landowners to gauge the response.</p> <p style="text-align: right;">Hall/Nelson</p>	<p>Lease negotiations ongoing with Bolams delayed while FY1718 royalty payments are checked. Roll out of agreement delayed by need to reconcile past royalty payments to Bolams and other landowners.</p>	<p>MARCH 2020</p>
JULY 18	IS	<p><b>208/18</b></p> <p><b>RESOLVED THAT:</b></p> <p>Council write a letter to the NSW Health Minister seeking his representations to DPI Water for approval to commission the water</p>	<p>Commissioning done with DPIE representatives on 5-6</p>	<p>MARCH 2020</p>

Date	Dept.	Resolution	Action Taken to Date	Expected Completion
		fluoridation plant at Lake Cargelligo as the town now has two generations of children without the benefit of fluoride.  Harris/Phillips	Feb 2020. NSW Health approval expected in March 2020. Public notice advising start of fluoridation to follow.	
MAY 18	IS	<b>131/18 LAKE CARGELLIGO RECREATION GROUNDS</b> <b>RESOLVED THAT:</b> The improvements proceed with a 1.8m high black perimeter fence and the cricket nets be placed in the North Western corner.  Rees/Blewitt	See Recreation Monthly Report to Council.	MARCH 2020
APR 17	IS	<b>86/17 PARKS, RESERVES &amp; RECREATIONAL FACILITIES – 5 YEAR STRATEGIC PLAN</b> <b>RESOLVED THAT:</b> 1. Council support the development of a strategic plan for its parks, reserves and recreational facilities using in house staff for the period FY18/19 to FY22/23.  2. Director Infrastructure Services and Manager Recreation submit a draft strategic plan for Council consideration before 1 July 2018.  Hall/Carter	Crown Lands have provided feedback to Council on categorisations for the Crown Reserves. Council is in discussions with the department regarding their determinations.	MARCH 2020
MAR 19	IS	<b>2019/54 ASSET MANAGEMENT PLANS - TRANSPORT, WATER, SEWER, BUILDING, RECREATION</b> 1. Council defer advertising the AMP until the schedule of actions are inserted into the document. 2. Council note the summary of key issues raised in the asset management plans as identified in this report. 3. Council consider the need to increase funding for local roads and potentially other asset classes like buildings (while maintaining a financially sustainable position) as part of the next revision of its Long Term Financial Plan.	Roads program for FY1920 completed, under review for changed grant funds and water availability. Ten Year Forward Works Program started with new Roads Manager. Four Year Capital Works Program report has been considered by Council.	APRIL 2020

			Work is continuing on next six years of program.  Ten Year Forward Works Program started with new Utilities Manager.	
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**7.2 DELIVERY PROGRAM AND OPERATIONAL PLAN STATUS UPDATE****TRIM Number: R20/38****Author: General Manager****PURPOSE**

To update Council on the status of the Delivery Program and Operational Plan as of 31 December 2019.

**SUPPORTING INFORMATION**

The updated status of targets is shown as Attachment A.

**BACKGROUND**

Sections 404 and 405 of the Local Government Act require Council to adopt a Delivery Program and Operational Plan. As at 31 December 2019, and the extent to which the performance targets have been achieved, this report updates Council on progress toward the Delivery Program and Operational Plan actions.

**LEGAL IMPLICATIONS**

The report is required under the Local Government Act 1993.

**OPTIONS**

This report is for information purposes only.

**CONCLUSION**

Council note the status of the Delivery Program and Operational Plan.

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

5.7.3 Council's decision making is equitable and ethical.

**ATTACHMENTS****1. Attachment A****RECOMMENDATION**

That Council

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

## Community Services

### Outcome 1.1: Connecting with our Aboriginal Communities

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
1.1.1	Connecting with our Aboriginal Communities in Lake Cargelligo and Murrin Bridge.	Consult with Aboriginal Advisory Committee to identify priority issues.  Engage with State and Federal Government agencies to identify funding potential Aboriginal tourism and business opportunities.	Opportunities identified.  Funding sources identified.	DCCS  GO/DCCS	Two Aboriginal Advisory Committee meetings organised over the last 12 months have been cancelled due to inability of members to attend. Report to Council February 2020 re future directions.  Ongoing discussions with key Aboriginal Organisations and community members to establish Aboriginal cultural events and develop Aboriginal tourism.  Ongoing inspections and maintenance works for water & sewerage services (under agreement with Department Primary Industries – Aboriginal Communities Program) A \$40,000 heritage grant has been secured to undertake a shire wide aboriginal heritage study.
1.1.2	Celebrating Aboriginal heritage and achievements	Support NAIDOC week Celebrations.	Successful event held	GM/DCCS	Events held in Condobolin. Several Councillors and GM attended Aboriginal flag raising and march to Memorial Park during NAIDOC week.
1.1.3	Increase opportunities for indigenous employment in Council's workforce.	Increase the level of indigenous employment with Council.  Implement the provisions stated in	Council workforce is at least 10% indigenous.  Reduction in the Aboriginal	Human Resource Manager	Council's workforce currently has 18.5% indigenous employees  Council continues to employ people of Aboriginal descent as opportunities arise.

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

**Outcome 1.2:** Successful transition from school to training to employment

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
1.2.1	Offer employment opportunities to young people at Lachlan Shire Council	Host School based traineeships, work experience and offer work placement opportunities	4 traineeships or apprenticeships offered.  Work experience and work place programs implemented.	Human Resource Manager	Trainee Water and Sewer operators working in Lake Cargelligo and Tottenham. Apprentice Mechanic employed in Condobolin.  Trainee Administration Officer position advertised.  Two school based traineeships, 1 in Children's Services and 1 at the Condobolin Library are ongoing.

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

**Outcome 1.3:** Council supported strategic education and training

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
1.3.1	Increase traineeships and cadetships in Council employment	Foster the growth of a local workforce through traineeship, apprenticeships and ongoing training.	Increased number of trainees	Human Resource Manager	Several traineeships are proposed and a possibility for further opportunities in 2020. A Trainee Administration Office position is being recruited.
1.3.2	Work with schools to provide work experience in Local Government.	Work closely with regional high schools to host school based traineeships, work experience and work placement programs.	Participate in Careers in Local Government. School students undertake work experience and work placement with Council. Presentations in Local Government to local schools.	Human Resource Manager	<p>Council hosted work experience trainees at Lake Depot, Tottenham Depot, Condobolin Administration Office and the Condobolin Workshop.</p> <p>Growing Lachlan is currently developing a strategy to encourage School Based Apprentice Training (SBAT). Council is playing a role</p>

					supporting this. Discussion with Condobolin High School and Lake Cargelligo Central School regarding Council participation at a local High School Careers expo.
1.3.3	Utilise library programs to encourage reading and literacy training.	Provide broadband for seniors.  Continuation of the Early intervention reading program.	Number of seniors attending.  Number of children attending. Number of books/materials borrowed.	DCCS/Librarian	Completed. Broadband for seniors is available, Being used and proving extremely popular. LEAP program scheduled for February 2020.  Children reading activities held every Wednesday and Friday mornings at Condobolin Library.  More than 20,000 book loans in last 12 months. Library membership increase to 3,725.
1.3.4	Ensure targeted education and training is delivered across the Shire.	Lobby and advocate State Government on the need to retain skill-based training programs delivered at TAFE Campuses at Condobolin and Lake Cargelligo.  Explore RTO options.	Advocacy undertaken  Report on options completed.	Human Resource Manager	TAFE NSW is delivering courses from Condobolin and Lake Cargelligo and council currently assist with advertising on Facebook. Courses include, welding, leadership and management, community services and first aid.

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

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
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1.4.1	Operate Preschool in Condobolin	Maintain accreditation of Condobolin Preschool at Lachlan Children Services.  Investigate options for long day care services in Condobolin.  Offer Preschool service on Wednesdays.	Pass accreditation  Investigation completed 10% increase in enrolments  Service operating on Wednesdays with average attendance of 16.	DCCS	Accreditation current  Complete - Funding has been provided by Council and the State Government to expand the existing Preschool in Condobolin.  Complete. Pre-school is now being offered by Lachlan Children's services on Wednesdays.
1.4.2	Provide mobile childcare services to remote communities	Complete a cost benefit analysis of providing the mobile childcare service to Lake Cargelligo, Tullibigeal, and Euabalong.	Cost benefit analysis completed  Enrolments in service to increase by 10%	DCCS	A Business Plan for the provision of mobile services to the Shire's remote communities has been completed. Achieved - Tullibigeal and Lake Cargelligo mobile childcare now in operation. Cost benefit analysis completed – not financially viable for Euabalong.
1.4.3	Make the mobile service financially viable.	Apply for CCCF grant  Investigate the restructuring of the service.	Grant successfully applied for  Cost to Council to be restricted to \$50,000	DCCS	Complete - Grant application successful. Complete - Service costs less than \$50,000 per annum

**Outcome 1.5:** Increase Community participation in arts and cultural activities

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as 31 December 2018
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<p>1.5.1</p>	<p>Support the Penrith Alliance in facilitating arts training for young people, sporting and cultural exchanges and staff training and exchanges with Lachlan</p>	<p>Partner with the Penrith Performing and Visual Arts Inc., and Vincent Fairfax Family Foundation (VFFF) to deliver the three year "On the Road" project.</p> <p>Actively foster and support sporting and cultural exchanges. Promote staff training or exchanges.</p>	<p>Programs successfully Completed and participants satisfied.</p> <p>One exchange held per year.</p>	<p>DCCS/GM</p>	<p>On the road project communicated to the Condobolin HS. Contact made between the school and Penrith City Council</p> <p>Condobolin admin staff have attended Penrith CC to learn from staff there. Arrangements made for PCC environmental staff to visit LSC To gain rural work experience.</p> <p>Condobolin Corporate services team have been networking with and exchanging resources with Penrith team.</p> <p>Ongoing discussions with PCC regarding supported services around asset management and financial services.</p> <p>PCC economic development staff attending Growing Lachlan and Lower Lachlan Business Forum in November 2019.</p> <p>Tottenham Central School sent students to Penrith for work experience in 2018.</p>
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1.5.2	Support Arts Out West and local art competitions.	Maintain involvement and partner in Arts Out West activities.  Support Waste to Art initiative	Number of Arts Out West activities in LSC.  Waste to Art Exhibition held.	DCCS/DETED	Arts Out West supported through Western Plains Regional Development which is funded by Council. Waste 2 Art Supported by Council and WPRD.
1.5.3	Build Tourism precinct	Relocate Utes in the Paddock to Condobolin  Sculpture Trail in collaboration with Forbes Shire Council  Build Jockey's Memorial	Relocate by December 2018  Create Trail by December 2018  Build by December 2018	TO	20 Utes relocated. Some site works completed, grant application for project funding lodged. Ongoing liaison with Forbes Art Society regarding development of the Lachlan Sculpture Trail, Forbes Art Society have received a \$5m GLE grant for development of the sculpture trail and construction of the Wiradjuri Warrior Sculpture.  Not yet commenced. Design plans commissioned for the development of the Jockey Memorial Garden, quotes for signage and erection of the rotunda obtained. Application for funding lodged to SCCF Rd 3

1.5.4	Increase usage of Council's library service	Report on the viability of increasing hours at Lake Cargelligo and Tottenham	Hours Increased	Librarian	Completed – September 2018
		Increase hours at Tottenham Library by four hours per week. Increase hours at Lake Cargelligo library by four hours per week.	Increase of four hours per week. Increase of four hours per week.		Completed – September 2018
		Expand Condobolin Library	Expansion Completed		

**Outcome 1.6:** Improved health care for the community.

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
1.6.1	Support programs to attract and retain medical and allied health professionals.	Facilitate annual bush bursary program.  Support the creation of a Central West JO to lobby for improved health services.	Ensure ongoing program support	DCCS / GM	Bush Bursary Students completed placement in December 2018 & January 2020 Central NSW Joint Organisation was created. Proclaimed on 11 May 2018. Mayor and GM have met with representatives from Ochre Health, RaRMS and WNSWLHD to Discuss ongoing medical services. Brenshaw Medical recruited to operate medical services

					from the Melrose Street Medical Centre, including allied health services.
1.6.2	Central location for all Aged Services	<p>Apply for funding to establish a Multi service Outlet for the provision of all Aged services in Lake Cargelligo.</p> <p>Investigate the viability of moving the Lake Cargelligo HACC service to a central location in the centre of town.</p> <p>Investigate the viability of providing aged care services to smaller villages.</p>	<p>Application completed</p> <p>Cost /benefit analysis completed</p> <p>Services in smaller locations across the Shire.</p>	DCCS (DIAP)	<p>Opportunities for funding not yet identified.</p> <p>Not commenced</p> <p>Discussions with Hon Mark Coulton MP regarding possible funding models for Lake Cargelligo Retirement Home</p>
1.6.3	Advocate for visiting specialist health services to the shire.	Advocate for the provision of visiting specialists to the shire.	Dialysis offered in both towns.	DCGS (DIAP)	<p>Preliminary research completed on the need for a Dialysis service. Some contacts established and issue discussed. Mayor and GM have met with representatives from Ochre Health, RaRMS and WNSWLHD to discuss ongoing medical services. Corporate services team have been liaising with interagency meeting participants to investigate options.</p>
1.6.4	Improved Mental Health Services	Advocate for a permanent and full time mental health worker in the shire.	Permanent mental health position in Condobolin or Lake Cargelligo.	DCCS (DIAP)	<p>Council has supported the implementation of a Suicide prevention officer funded by Western Primary Health Network Service included in Drought Communities Progra, project application.</p>

1.6.5	The Wellbeing of Carers	Apply for funding to offer respite care in Condobolin and Lake Cargelligo.	Respite care offered in Condobolin and Lake Cargelligo.	DCGS (DIAP)	Respite care now offered in Condobolin and Tottenham.
1.6.6	Optimise the efficiency of the HACC funding.	Review the allocation of spending on services between each town.	Review completed and resources re-allocated accordingly	DCCS (DIAP)	Not yet commenced scheduled for 2019/20. Overview of HACC financial position well underway. Number of clients serviced have been increasing since late 2019 in both Condobolin and Tottenham. Additional volunteer grant funding to be applied for in February 2020 through a partnership with WPRD and Tottenham Welfare Group.

**Outcome 1.7:** Improved Social Outcomes for those with disabilities.

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
1.7.1	Advocate for the provision of aged care services across the Shire.	Engage with relevant Federal/ State agencies, RSL Life-Care, Lake Cargelligo All Care, Tottenham Welfare Council and NGOs to support aged services.	Maintenance of existing facilities and maximise opportunities for external funding.	DETED/DCCS (DIAP)	Implementing improvements from successful audit. Funding secured for the next two years. Existing facilities being maintained.  Aged care services provided in Condobolin, Lake Cargelligo and Tottenham.
1.7.2	Recreational and learning facilities for people with disabilities.	Construction of a sensory playground at Bill Hurley Park Condobolin.	Construction of sensory playground by 31 December 2018.	DIS	Sensory Playground installed in Condobolin.

1.7.3	Disability access in all Council buildings.	<p>Installation of hearing loops in major Council public buildings.</p> <p>Audit of disabled access to council buildings</p> <p>Installation of disabled toilets in Council buildings</p>	<p>50% of major buildings installed with hearing loops.</p> <p>Audit completed</p> <p>50% of major buildings have disabled access.</p>	DETED (DIAP)	<p>Hearing Loops have been installed in the Condobolin Council Chamber.</p> <p>Disability access audit to Council buildings complete. 10 year maintenance and upgrade schedule close to completion.</p> <p>Subject to funding availability and when refurbishments occur</p>
1.7.4	Community Transport Available when needed	<p>Advocate for the re-introduction of a taxi Service in Condobolin</p> <p>Monitor usage of bus service to Dubbo in Tottenham.</p> <p>Provide community car for Tottenham.</p> <p>Advocate with Transport NSW for a circuit bus around Condobolin</p>	<p>Subsidies investigated. Taxi service re-introduced.</p> <p>Bus service proven successful</p> <p>Statistic kept and reported.</p> <p>Bus Service introduced</p>	DCCS (DIAP)	<p>Taxi service opened in May 2018 in Condobolin. Community transport service provided in Condobolin, Tottenham and Lake Cargelligo.</p> <p>Ongoing. Bus service used regularly. Car is being used regularly.</p> <p>No formal advocating done. Taxi service now in place.</p>
1.7.5	Advocate for the provision of Dialysis Services in the Shire.	Formally request the Department of Health to provide Dialysis Services in Condobolin and Lake Cargelligo hospitals.	Dialysis service in Condobolin & Lake Cargelligo	DCCS (DIAP)	Contact numbers have been established. No formal advocating done. Corporate services team have been liaising with interagency meeting participants to investigate options. Mayor and GM have raised the issues at meetings with WNSWLHD

**Outcome 1.8** Wellbeing of Youth

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
1.8.1	Development of a Youth Strategy	Support Life Without Barriers, WPRD and WCC in the production of a youth strategy.	Support and input given to the youth Strategy. Actions implemented.	DCCS	Draft youth strategy underway. To be completed in 2020.
1.8.2	Increase awareness about youth programs offered	Advertise programs through social media and on council's website.	20% increase in participation in the programs	DCCS	School holiday programs and relevant programs for youth advertised regularly.
1.8.3	Support youth development programs within the shire.	Support WPRD to provide youth program.  Improve the standard of youth centres in Condobolin, Lake Cargelligo and Tottenham.  Support Micro Music Festival  Work with the police to get funding to Establish a PCYC.  Support CDAT Committee initiatives	Funding of WPRD  Funding of improvements to the youth centres in the three towns.  Participation of local amateur talent  Commitment from Police gained. Funding attained.  All meetings attended.	DCCS	WPRD Funded.  Updated Youth Strategy being developed to facilitate grant applications. Funding sources not yet identified.  Not yet commenced  Police informally advised that population does not meet current minimum requirement for establishment of a PCYC. WPRD staff have contacted PCYC to see if any options could be made available.  Ongoing



## Tourism & Economic Development

### Outcome 2.1: A vibrant tourism industry

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
2.1.1	Promote Lachlan Shire as tourist destinations.	<p>Work with Central NSW tourism to encourage visitors to the Central region of NSW to come west and visit our towns.</p> <p>Promote specific towns in Lachlan Shire as a tourist stop points.</p> <p>Investigate new branding options.</p> <p>Update Lachlan Shire brochures.</p> <p>Advertise locations within the shire as attractive camping spots.</p>	<p>Visitor Numbers increase by 15%.</p> <p>Bed stays increased.</p> <p>Increased visitor numbers by 10% according to accommodation providers</p> <p>Investigation completed with new branding</p> <p>New brochures available</p> <p>Increased camping numbers by 20% per year</p>	TO DETED	<p>Destination Management Plan is complete. Staff now working on establishing priorities from the plan and also completing actions from the plan.</p> <p>Ongoing liaison with Destination NSW and Central West Tourism.</p> <p>Work currently underway. Council held a logo design competition which did not produce any suitable designs. Alternative options being explored. Brochures are being updated and will be printed for distribution in the first half of 2020. Lake Cargelligo (Frogs Hollow and Dead Man's Point) and Condobolin (Gum Bend Lake) are being promoted to the Freedom Camper market in several key publications.</p>
2.1.2	Increase things to see and do for visitors to the shire	Build a truck stop and tourist precinct.	Precinct completed. Visitor numbers who come to the precinct.	TO/DIS/DETE D	Utes in the Paddock relocated. Application for further funding has been submitted to build the Visitor

		Investigate the viability painting of the Silos with rural characters on the Eastern entrance to Condobolin and in Lake Cargelligo.	Investigation completed		Information Centre and complete Stage 3 works
		Promote Farm Tours	Visitor numbers who come to town to view the silos.	DETED	Investigation completed. Silos at the entrances in Condobolin and Lake Cargelligo cannot be used for Art purposes as they are still active work sites.
		Create a list of Birds	Successful tours	TO	Tourism Officer has started discussions with farmers. However the drought is having an effect on viability.
			List completed	TO	New bird website up and running.
2.1.3	Provide a visitor Information Centre	Investigate the options for a Visitor Information Centre in Condobolin both long and short term.	Development of a business plan for a VIC. Operation of a designated VIC in Condobolin.	TO DETED	Ongoing – Dependent on funding submission.
2.1.4	Participate in regional Promotion	Remain members of Central NSW Tourism and join the Newell highway Tourism committee.	Increased number of nights stayed in Lake Cargelligo and Condobolin	TO DETED	Ongoing.
2.1.5	Promote the Wiradjuri Centre as a location for Tourists to visit.	Install directional signage to the Wiradjuri Cultural Centre.	Signage installed.	DIS	Completed.
			Investigation complete	DETED	Not yet commenced.

		Investigate a Bush Tucker/ Bush medicine shop			
		Promote the WCC as a tourist destination.	Increased visitor numbers to the WCC.		The WCC is included as an attraction in the Council's Destination Management Plan.
2.1.6	Improve the marketing of existing events.	Creation of a calendar of events.	Calendar of events created.	DETED	Event calendar has been created
		Events promoted on Facebook	Number of events listed on Council's face-book page.	CCE	Facebook is regularly used to promote local events.
		Creation of a text notification database which is used to promote events.	Database created and used for notification.		Community Engagement and Communications Officer has recently been recruited and is investigating options in this space.
		Create a Phone App for What's on in Town.	App created		Scheduled for 2020/21 and is dependent on funding.
2.1.7	Increase visitors to the shire	Provide town parking for motor homes and caravans.		TO DETED	Forms part of the plan for the tourism precinct which is dependent on funding.
		Market premium free camping locations within the shire.	Value of receipts at Gum Bend Lake. Accommodation operator survey.		
		Develop a Destination Marketing Plan	Plan Completed		Council featured in the latest Caravanning Australia Magazine and the Free Camp Guide which is compiled every two years. Also featuring on free camping websites.
					Complete.

2.1.8	Development of a new event	Investigate the viability of different types of events.	Report on viability of new events completed.	DETED	Council provides financial and in kind support to a number of events in the Shire. Condo 750, Condo Cookup, Novemberfest, Skyfest
2.1.9	Improve Caravan Park facilities in Lake Cargelligo, Burcher and Condobolin	Investigate the viability of leasing the caravan parks out to private operators with conditions attached for capital improvements.	Report completed Decision made	DETED	Current Contracts for Condobolin and Lake Cargelligo Caravan Parks are in place until August 2020. Tenders are to be sought to manage the Tottenham caravan park. Long term options for Condobolin and Lake Cargelligo Caravan Parks will be investigated.
		Upgrade Shower & Toilet facilities at Burcher	Toilets installed	DETED	Toilet and shower facilities at Burcher are now completed.
2.1.10	Develop Forbes to Condo Sculpture Trail	Work with Forbes Shire Council to develop a sculpture trail from Forbes to Condobolin on Lachlan Valley Way	Funding Secured Sculptures Erected	DETED	Ongoing - Dependent on funding. Letter of support for grant application provided. Detailed grant application submitted by Forbes Art Society. Wiradjuri Warrior sculpture ready for installation
2.1.11	Support the Lake foreshore Development	Support the development of a licensed community club and function centre near the existing boat club and recreation ground.	Support given where possible. Application submitted.	DIS/TO	Foreshore sheltered bench constructed, irrigation upgrades underway at Recreation Ground. Future improvements suggested by community groups will be considered. No progress on licenced community club and function centre.
2.1.12	Support potential environmental and eco-tourism projects	Work with Department of Prime Minister and Cabinet to attain funding for the	Application submitted.	DIS	Not commenced. Other community projects have received grant funding.

		rehabilitation of Robinson Crusoe Island.			
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**Outcome 2.2:** A diverse range of employment opportunities

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
2.2.1	Encourage residents to shop local	Promote Why Leave Town Program Development of a Shop Local Retail Guide  Hold the Christmas Fiesta in 2017	No of retail outlets accepting Why Leave Town Cards Guide Produced by Nov 2017.  Shop local docket exceed \$220,000.	DETED/TO	Promoted through the Condobolin Chamber of commerce. Council made financial contribution to Why Leave Town promotion.  Council continue to support Christmas Event and have provided both financial and in-kind support
2.2.2	A strong Retail sector	Conduct a Retail operator and Shopper survey  Development of Customer database	Survey completed and conclusions drawn from it. No of people on the database and times used. Membership of the chamber of commerce	DETED/TO	Survey has been completed. Results used for Mid Lachlan Alliance project.  Not yet commenced. Scheduled for 2019/2020.

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

**Outcome 2.3:** Encourage Business Activity

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
2.3.1	Recognise Business excellence	Investigate the reintroduction of Lachlan Business Awards	Award ceremony conducted	DETED/TO	Chamber of Commerce in Condobolin are interested in this event and are exploring options
2.3.2	Implement the Actions in the Economic Development strategy	Engage consultant to commence actions in Economic Development Strategy	Strategy completed	DETED/TO	Consultant engaged to discuss how Council can help businesses, Brethren and Wiradjuri Corp. Several actions from the Economic Development Strategy have been included in Council's Delivery Program.
2.3.3	Access to premium Industrial Land	Investigate the viability of converting the saleyards to an industrial sub-division.  Sell existing Industrial Lots	Investigation completed.  All industrial lots sold.	DETED/TO	Not yet commenced. Resistance from Agriculture sector and agents to removal of saleyards All blocks sold in Condobolin. 2 lots remain unsold in Lake Cargelligo.
2.3.4	Encourage value added agricultural industries	Investigate the viability of a Cotton Gin in the Shire.	Investigation completed.	DETED/TO	Discussions held with some property owners however not financially viable at this time.
2.3.5	Attract new Industries/Businesses to the Shire	Investigate the viability of a solar farm in the shire	Viability investigated	GM/DETED	Discussions with two proponents in Lake Cargelligo. Proponent presented proposal to Council in

		<p>Follow up on the possibility of starting a feedlot in the shire.</p> <p>Liase with Graincorp to investigate the possibility of upgrading the Grain Receival terminals at Lake Cargelligo and Condobolin.</p>	<p>Proponent contacted.</p> <p>Graincorp updating their terminals</p>		<p>February 2019. Council decided not to pursue proposal. Lamb feedlot established at Kiacatoo.</p> <p>GrainCorp Regeneration Project in planning stage. Council supported request for closure of rail crossing at Silo Road. Joint application to NSW Fixing Country Roads for upgrades to intersections along Henry Parkes Way (at Silo Road &amp; Kiacatoo Road)</p>
2.3.6	Improve Marketing of businesses in the shire	Finance an annual training session on marketing.		DETED	Western Business Forum was held in 2019 through Growing Lachlan. Social Media Workshops are being held throughout the Shire.
	Access to residential Land	<p>Sell existing Randall St blocks</p> <p>Sell existing residential blocks in Lake Cargelligo</p> <p>Investigate the viability of a new residential sub-division for older people near the lake in Lake Cargelligo.</p>	<p>All blocks sold and being used One block sold per year. All blocks sold</p> <p>Investigation completed.</p>	GM/DETED	<p>All lots now sold</p> <p>Scott Street Subdivision planning &amp; design completed. Interest in the Scott St sub-division. Construction deferred pending mining construction.</p> <p>One lot sold. Limited inquiry on residential lots.</p> <p>Land subject of Native Title claim and not available for subdivision until claim resolved.</p>



2.3.7	Support Mining operations in the Shire	Encourage and support the proposal of Platina Resources at Owendale and support Cleanteq at Fifield	Report on support required completed. Support given.	ELT	Regular meetings and advice provided to Platina Resources and CleanTeq to support mining proposals and development.
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**Outcome 2.4:** Access to Reliable Current Technologies

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
2.4.1	Council to keep up to date with technological improvements and achievements	Digital radio coverage	Digital radio coverage available across the Shire	DETED	Scope of works and specification being developed for radio network upgrade. Upgrade of radio network not cost effective. Cel-Fi boosters are being installed in plant to improve mobile phone reception and mobile phones/satellite phones are being used by staff. Submissions have been made for additional mobile phone towers.
2.4.2	Advocate for complete mobile phone coverage throughout the Shire.	Liaise with service providers and Federal Government for increased mobile coverage throughout the Shire.	Increased mobile coverage in Shire.	GM DIS COUNCIL	Announcement of Yellow Mountain tower to be constructed. Submission made to federal government for additional mobile phone towers.
		Advocate for NBN	NBN Operating prior to December 2017.	DCCS	NBN installed and operating. Letter sent to local federal MPs and NBN Co regarding connectivity in industrial areas.

**Outcome 2.5:** Improve the appearance of each town

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
2.5.1	Improve the appearance of the CBD's	Develop a streetscape plan for the main streets in Condobolin and Lake Cargelligo.	Plans Developed Community Agreement 80% Resident Satisfaction with end result	DIS	Foster Street detailed design completed. Relocation of underground services budgeted in FY1920. Funding for roadworks in FY2021 in draft budget. Condobolin not yet done. William, Busby, Lachlan Streets detailed design completed. Partial funding \$280k funded in FY1920. Denison Street concept design completed. No funding in FY1920 for detailed design. Additional funding for both projects' construction applied for FY2021.
		Implement Plans for Condobolin and Lake Cargelligo.			
		Complete a Management Plan for each of the villages	Plans completed for each village.	DETED/DIS	Village enhancement plans done. Follow up consultation with community to be done with next Community Strategic Plan.
		Encourage businesses to paint shop awnings	Business paint shop awnings	DETED	Council has painted three buildings in the main street Condobolin, as part of lease of former Target Building. Local business owners are being encouraged to seek funding under Local Heritage Fund to undertake maintenance works such as painting shop awnings. One of the successful recipients under this year's program is

					based in Foster Street, Lake Cargelligo.
2.5.2	Improve the appearance of town entries.	<p>Improve Parks at Condobolin Town Entrance</p> <p>Improve Lake Cargelligo town entrance</p> <p>New signage for all town entrances</p> <p>Appropriate Trees at the entrance of each town.</p>	<p>Parks appearance improved</p> <p>Town Entrances appearance improved</p> <p>New signage at town entrances</p> <p>Trees planted at town entrances</p>	DIS	<p>Lions Park upgrade is complete. Tottenham Memorial Park Masterplan and upgrade works complete.</p> <p>Entrance signs installed on all four entrances to Lake Cargelligo.</p> <p>36 trees planted along Canada Street entrance in Lake Cargelligo. 12 trees planted along Federation Street, Albert.</p> <p>Replanted the garden bed at the town entrance sign on Melrose Road, Condobolin.</p> <p>Planning underway for new entrance signage for Derriwong, Fifield, Albert Tottenham, Tullibigeal and Burcher.</p> <p>16 trees planted on entrances to Tullibigeal.</p>
2.5.3	Improve the appearance of Council Buildings	Facelift of Condobolin Water Treatment Plant	Treatment Plant painted	DIS	Works packaged with upgrade to plant. No progress.
2.5.4	Improved signage in all towns	Directional signage to Burcher from West Wyalong	Signs placed at West Wyalong	DIS	<p>Burcher sign completed. Condobolin and Tullibigeal completed – signs already at Lake and Tottenham.</p> <p>Historical signage installed in Bathurst Street Condobolin and Pioneer Park</p>

		Install historical Signage throughout the Shire	Historical signage erected throughout Shire	DETED	Tullibigeal. Funding application made for SCCF round 3 for signage in Lake Cargelligo.
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**Outcome 2.6:** Attract new residents to the Shire

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
2.6.1	Promote the benefits of a rural lifestyle	Build houses at Condobolin & Lake Cargelligo (Spec homes)	Houses built	DETED/MTP	Residential property purchased in Condobolin. New dwelling in Lake Cargelligo completed. Draft Urban Land Use Strategy completed and advice from DoP has been obtained. Council is currently working with Department of Planning, Industry and Environment to finalise the urban settlement strategy. Once finalised a planning proposal will be prepared. The urban settlement strategy is expected to be complete in the mid 2020. Council staff have also commenced the preparation of Council's Local Strategic Planning Statement which will be completed by mid 2020.
		Investigate Changing Council's LEP to allow for more Rural living lots.	LEP completed with provision for Rural Living blocks	DETED/MTP	Council will need to undertake a further study to determine the need and impacts associated with creating more rural living lots.

	Complete preparations for the Scott Street sub-division.	First stage of sub-division completed	DETED	Design completed. Development approval obtained. Construction plans and detailed estimate were prepared by consultant engineers. Not yet commenced as Council is awaiting for suitable market conditions.
	Promote affordable housing in the Shire to external markets.	Increased resident numbers	DCCS	

## Transport

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

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
3.1.1	Implement road maintenance, renewals and improvements in accordance with Transport Asset Management Plan.	<p>Complete annual maintenance, renewals and improvements program.</p> <p>Reinstate flood damaged roads</p> <p>Implement road sealing program</p> <p>Prepare and implement truck rest areas near each village.</p>	<p>Reseal program completed.</p> <p>Grant funded programs completed, e.g. Roads to Recovery, Block, REPAIR, NDRRA.</p> <p>Complete works identified in AMP.</p> <p>Rest areas completed.</p>	<p>DIS</p> <p>DIS</p> <p>MR</p> <p>MR</p>	<p>Reseal program will commence in Q3 and be completed in Q4.</p> <p>The following Grant funded projects have commenced during Q2;</p> <p>SR 231 Curlew Road seal extension</p> <p>SR1033 Boreamble Road widen and reconstruction</p> <p>MR57S Gipps Way widen, reconstruct and reseal</p> <p>MR231 Wyalong Road widen and reseal</p>

3.1.2	Operate and maintain airports at Condobolin, Tottenham and Lake Cargelligo to meet statutory standards.	<p>Complete Condobolin Airport Master Plan</p> <p>Reseal Condobolin Aerodrome</p> <p>Reseal Tottenham Aerodrome</p> <p>Resheet Lake Cargelligo</p> <p>Complete the Condobolin Airport Management Plan.</p> <p>Implement the Actions in the Condobolin Management Plan</p>	<p>Compliance with statutory requirements.</p> <p>Resheet Lake Airport runway</p> <p>Management Plan completed and adopted by Council.</p> <p>Management Plan action items implemented. Actions in plan implemented.</p>	DIS	<p>Masterplan done.</p> <p>No progress.</p> <p>No progress.</p> <p>Gravel resheet done.</p> <p>Management plan done. Not yet adopted by Council.</p> <p>Not yet done, owing to lack of funding.</p>
3.1.3	Progressively widen existing narrow seals in accordance with Transport Asset Management Plan.	Complete reconstruction and widening of segments as a progressive program.	Completion of projects identified in the AMP.	DIS	Narrow seals on MR57S Gipps Way, MR231 Wyalong Road and SR1033 Boreamble Road are being widened and reconstructed as required during Q2. Reseal work on these roads will be completed in Q3.
3.1.4	Implement Rural Addressing	<p>Map every rural entrance</p> <p>Notify all rural property holders of their address</p> <p>Install Signage</p>	Rural Addressing completed.	DCCS GISO	Rural addressing completed.

3.1.5	Truck By-pass for Condobolin, Lake Cargelligo & Tottenham	Advocate to the Department RMS, for a truck by-pass of Condobolin and Tottenham and develop a truck bypass for Lake Cargelligo	Submission to Department of RMS completed.	DIS	Staged concept design for Lake Cargelligo done. Stage 1 bypass completed. Stage 1B detailed design done and Stage 2 detailed design underway. Funding for Stage 1B roadworks for FY2021 in draft budget. Detailed design for Condobolin bypass via Denison & Lachlan Streets done. Part funding budgeted FY1920. Grant application submitted for additional funding for roadworks in FY2021. Tottenham bypass signage and line marking installed. Options assessment for Tottenham rail bridge completed. Grant application for funding for design and construction submitted.
3.1.6	Road Safety Program	Participate in the Local Government Road Safety Program in partnership with Parkes and Forbes Shires.	Completion of three year Road Safety Program.	DIS	FY1920 funding agreement with RMS executed.
3.1.7	Traffic calming and road safety in Lake Cargelligo, Tottenham and Condobolin	<p>Intersection upgrades of William &amp; Lachlan Streets, Lachlan Valley Way &amp; Diggers Avenue Condobolin and intersection of Foster &amp; Canada Streets, Rodeo Drive &amp; Canada Streets, Rodeo Drive &amp; Grace Streets, Narrandera Street &amp; Rankin Springs Road Lake Cargelligo</p> <p>Main street improvements in Condobolin, Lake Cargelligo and Tottenham</p>	<p>Designs and costings completed. Grant programs identified grant applications submitted. Construction works underway. Main street masterplans are completed. Improvements completed</p>	DIS	<p>Designs completed for all intersections. Rodeo Drive HV upgrade completed except line marking (between Grace St &amp; Canada St). Condobolin not yet done. Detailed design completed for William, Busby &amp; Lachlan Streets. Concept design completed for Denison Street. Foster Street detailed design done and \$300k budgeted for underground services in FY1920. Additional funding for roadworks in FY2021 in draft budget. Tottenham signage.</p>

**Outcome 3.2:** Improved pedestrian and cycle paths

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
3.2.1	Implement the Disability Inclusion Access Plan	<p>Improve access for pedestrians and mobility aid users in areas lacking footpaths.</p> <p>Staged implementation of the Active Travel Plan (ATP) for Tottenham, Lake Cargelligo and Condobolin.</p> <p>Upgrade the footpath and include a cycleway along Bathurst St with Condobolin main street improvements.</p> <p>Deliver footpath and kerb and gutter replacement program</p> <p>Install pedestrian crossing at the intersection of Foster and Canada Streets, Lake Cargelligo.</p> <p>Install pedestrian lay-backs in key areas around the schools in Condobolin and Lake Cargelligo.</p> <p>Construct shared paths around recreational facilities at sites identified in the Active Travel Plan, including, Tottenham racecourse and cemetery, Gum Bend Lake, Lake Walkway Stage II.</p>	<p>50% of Active Travel Plan completed</p> <p>Footpath and kerb &amp; gutter replacement program underway.</p> <p>Pedestrian crossing completed with Lake Cargelligo main street improvements.</p> <p>Works underway.</p> <p>Designs and costings completed.</p> <p>Grant programs identified grant applications submitted.</p> <p>Construction works underway.</p>	DIS (DIAP)	<p>Installation of disabled parking and pedestrian ramp in Lachlan Street Condobolin. Further modifications required</p> <p>Footpath program amended.</p> <p>Additional Footpath and laybacks completed at Utes in the Paddock and William Street Condobolin but not Bathurst St.</p> <p>Additional footpath and layback completed in Canada, Uabba, Yelkin, Prior, Foster and Lake Streets Lake Cargelligo. Additional footpath completed in Umang and Merilba Street and pram ramps in Bulbodney, Moodana, Mogille and Meryula Streets.</p> <p>Canada Street crossing complete. Foster Street not done yet.</p> <p>Lake Cargelligo school done. Condobolin schools not done. Funding being investigated for FY2021.</p>



		Install drinking stations along shared paths	Installations begun.		Gum Bend Lake walkway – Stronger Country Communities Round 3 application submitted for funding.  1580m constructed - Lake Cargelligo Foreshore walkway stage 2. Funding is being investigated for stage 3  Not yet done.
3.2.2	Develop disabled parking zones in all main towns.	Complete a map of disabled parking spots after consultation with the disabled community.  Upgrade existing and install new disabled parking spaces. Disabled access ramp to Australian Standard AS2890	Map completed and parking spots re-located accordingly. Disabled car spaces and ramps constructed.	DIS (DIAP)	Condobolin library needs modifications to reduce grade, Condobolin Memorial Park done. Disabled parking included in design for Foster St, Lake Cargelligo pending funding FY2021.

**Outcome 3.3: Upgrade Street Lighting**

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	General Ledger
3.3.1	Conduct an audit of Street Lighting Requirements and develop street lighting works program.	Complete Audit and deliver works program including adjoining roads and caravan parks.  Install street lights at the side of the Lake Cargelligo caravan park.	Audit done. Delivery program underway.  Installation of new lighting.	DIS	No progress.  No progress.

## Governance & Financial Control

### Outcome 4.1: Involved and Active Community Groups

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

		Notify event holders of their responsibilities for lodging documentation four months prior to the up-coming event.	Regular event holders notified.		An Event has been held to assist event planners to ensure an efficient process.
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**Outcome 4.2:** Strong effective and Responsive Council

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
4.2.1	Council is financially sustainable and provides services at a level expected by the community.	Complete quarterly reporting against budget	Quarterly budget review to Council within 2 months after the end of the quarter.	DCCS	Reports to Council occurring in accordance with Local Government (General) Regulation timelines
		Complete Statutory accounts	Statutory Accounts completed by 31 October	DCCS	2019 statutory accounts completed within legislative timeframes Audit, Risk & Improvement Committee has commenced meeting regularly. The ARIC has met twice between July and December 2019. ARIC training attended by GM, DCCS and Audit Committee Chair.
		Operate an effective Audit Committee	Implement recommendations from the Audit committee	DCCS	
		Continue to implement FFTF reforms	Council meets the FFTF targets each year.	DCCS	Asset renewals ratio benchmark not achieved in 2016-2017 or in 2017-2018 due to effects of flooding in 2016. Asset renewal ratio achieved in 2018-2019.
		Review investment policy	Average return on Investment of 20 basis points	DCCS	Achieved 2016-2017

		Tender Council's Banking Service	above the Bank Bill Swap Rate. Saving total of \$20,000.	DCCS	
4.2.2	Council's decision making is equitable and ethical.	<p>Training for Councillors</p> <p>Ensure that policies are reviewed regularly.</p>	<p>Councillor training plan developed &amp; training undertaken. Council's decision making and operational activities meet regulation compliance and community expectation.</p> <p>95% of policies reviewed by due date.</p>	<p>GM DCCS</p> <p>HR Manager</p>	<p>LGNSW events and training opportunities distributed. Code of Conduct, Meeting Code of Practice delivered. Finance for Councillors training offered and several Councillors trained. Social Media and Chairing Effective Meetings training planned for 2020.</p> <p>Policies are progressively being reviewed. Corporate and Community Services and Human Resources have renewed a large number of policies since July 2019.</p>
4.2.3	Strengthen regional cooperation to the benefit of local residents	Council demonstrates strong leadership developing initiatives with Central West Joint Organisation, MLA and other strategic alliances such as Penrith City Council.	Reported to Council on activities held.	GM DCCS	Opportunities to work with other strategic alliances are acted on as these become available. Discussion with PCC GM regarding resource sharing, co-operative employment models and workforce capacity.
4.2.4	Customer Request system in place and operational	CRM's reviewed and reported to council regularly	95% CRM's tasked are completed in an established timeframe	<p>GM DCCS</p> <p>DCCS</p>	<p>CRM training undertaken</p> <p>CRM system upgraded and Re-implemented. Reporting to ELT and Council commenced.</p>

		Community/Customer Satisfaction Survey undertaken to measure Council responsiveness and services.	Average STATUS of satisfactory or better.		Community Survey planned 3 <sup>rd</sup> and 4 <sup>th</sup> quarter of FY2019/20
4.2.5	Council's exposure to risk is minimised.	<p>Review Council's Enterprise Risk Management Plan and implement actions.</p> <p>Provide a safe workplace to all employees</p> <p>Hold Health and Safety committee meetings</p> <p>Investigate the tendering of Insurance.</p> <p>Workplace safety awareness training</p> <p>Active management of staff who suffer Workplace incidents.</p> <p>Review Council's Salary Structure</p>	<p>75% of actions implemented.</p> <p>Less than 600 hrs lost by Year 3.</p> <p>Meetings held quarterly with 80% attendance.</p> <p>15% reduction in insurance cost from 16/17 level.</p> <p>Training provided to at risk staff.</p> <p>Return to work plans in place for all staff on Work-cover.</p> <p>New Salary Structure implemented</p>	<p>GM, DETED DIS, DCCS</p> <p>HR Manager</p> <p>HR Manager</p> <p>HR Manager</p> <p>HR Manager</p> <p>HR Manager</p> <p>HR Manager</p>	<p>Development of enterprise risk management plan delayed following resignation of DCSG. Work to re-commence with the appointment of the DCCS. . Policy review commenced. Business Continuity Plan redevelopment underway and due for adoption by council February 2020. Cyber audit scheduled for early 2020 year. Lost time injuries less than 600hrs in 2018/19.</p> <p>Health and Safety Committee held.</p> <p>Complete</p> <p>WHS Induction training held on a regular basis</p> <p>Return to work plans completed for staff on workers compensation</p> <p>Completed – further development proposed following registration of new Enterprise Agreement.</p>
4.2.6	Effective and efficient	Implementation of the Asset Management System in Authority.	Improved ROI	DCCS	All assets now incorporated in Civica Authority data base. Asset lists

	management of fixed assets		List of Surplus Assets developed.		are progressively being reviewed and updated.
4.2.7	Operational Buildings which enable Council to efficiently perform its functions.	Replace roof and Air conditioning at the Council Chambers	Replacement complete.	DETED	A tender process was carried out but no suitable tenders were received. Council staff now working on air conditioning replacement only. Replacement of roof will be subject to future funding opportunities.
		Construct new depot at Condobolin in the Industrial subdivision.	Completed Condobolin Depot. Relocation Complete of Lake Cargelligo Depot.	DETED	A Development Application was approved by Council in December 2019. Tenders will be invited by April 2020 to construct the depot. Work expected to commence before July 2020. The works on the Condobolin Depot will be carried out over three financial years and is expected to be complete by early 2022.  Council staff are working on finding a suitable location for the relocation of the Lake Cargelligo depot.
		Relocate Lake Cargelligo depot		DETED	
4.2.8	Ensure that Council has a skilled and competent workforce necessary to	Provide professional development, and required training to staff	80% of Training delivered as identified in staff training plans.	HR Manager	The following courses have been undertaken: Cert III in Water Industry Operations, Cert III in Civil Constructions, Chainsaw training, Capability Framework training, Centroc

achieve its strategic outcomes.				HR Manager	WHS Induction training for contractors and staff, Corporate Inductions, Rates training, First Aid training Traffic Control training, Consultative Committee training and a Business Continuity Plan workshop.
	Develop succession plans for crucial positions identified in the workforce Management plan.	100% of succession plans developed for critical positions.		HR Manager	Workforce Plan to be reviewed again in 2020/2021
	Promote Council as an employer of choice.	Review employee benefits brochure and included in recruitment packs and on Council's website.		HR Manager	Benefit brochure included in recruitment packs
	Conduct bi-annual employee opinion survey which measures employee engagement.	80% undertaking of survey Staff satisfaction levels increase by 10% from 2017.		HR Manager	Staff Survey conducted in October 2019.96% of employees are moderately satisfied with their job which is 7% higher than the industry average and on par with previous results
	Conduct exit interviews on all exiting staff.	90% permanent staff completion.			Exit Interviews conducted for exiting staff
	Ensure that staff have access to independent consultants to discuss personal issues.	Appointment of an employee assistance provider			Access available

4.2.9	Better staff engagement	Regular Staff meetings.	All staff meetings held six monthly.	GM	All staff meetings held in April and September 2019. Next all staff meeting planned for April 2020. Monthly Depot meetings held in Condobolin and Lake Cargelligo. Quarterly Depot meetings held in Tottenham.  Newsletters are issued bi-monthly  Staff inductions are undertaken
		Staff Newsletter	Bi-monthly staff newsletter issued with contributions from all Directorates.	HR	
		Hold staff inductions	95% of new staff inducted with one month of starting.	HR	

**Outcome 4.3:** Enhance communication with Residents

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
4.3.1	Enhanced Communication with the Community	Re-vamp Council's Website  Increase posts to Council's face-book page.	10% increase in hits to Council's web-page.  20% more friends to face-book page. Implementation of Instagram platform.	DCCS/D ETED/CE CO	Postponed until the evaluation of IT issues for the Mid Lachlan Alliance Fitness Grant has been completed.  There has been a significant increase in the number of posts on Council's Facebook page since the Community Engagement and Communications Officer commenced with Council



		Construct community contact database	Database completed and communication of key events issued via text and e-mail.		Under development
		Run a monthly column in the local newspapers.	Newspaper column active.		Fortnightly column in local newspapers done. Increased Media Releases produced.

**Outcome 4.4:** Strategic Management of Villages and Crown Reserves

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
4.4.1	Develop Village Management Plans	Develop Specific Management Plans for Tottenham, Fifield, Burcher and Derriwong.	Village Plans Completed.	DETED	Village management plans done. Improvement actions being incorporated into LTFP prior to further community consultation. Some of the identified works were completed using the funds associated with the Drought Communities Grant Programme
4.4.2	Develop plans of Management for all Crown Reserves.	Develop a Management Plan for the SRA Grounds.	Management Plan completed.	DIS  DIS	<ul style="list-style-type: none"> <li>Draft Plans of Management for all Crown reserves are complete and awaiting assessment by Department of Crown Lands. Condobolin SRA and campgrounds,</li> </ul>

		Develop a generic master plans for all crown reserves and then customise for each specific reserve	Masterplan completed.		<ul style="list-style-type: none"> <li>• Gum Bend Lake,</li> <li>• Tottenham Recreation Ground and Racetrack,</li> <li>• Tullibigeal Recreation Ground and Racetrack,</li> <li>• Lake Cargelligo Recreation and show grounds; and</li> <li>• Generic Plan of management the all other Crown Reserves</li> </ul>
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## People & Environment

### Outcome 5.1: Modern waste management system

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
5.1.1	Review and implement Council's waste management strategy.	Implement Shire wide Waste Management Strategy.	Strategy implemented	DETED	<p>Implementation underway. Fifield, Derriwong and Albert tips closed and remediated. Waste Management Strategy prepared for Condobolin and Lake Cargelligo Waste Facilities. Actions being implemented. Rehabilitation works for Albert and Fifield completed.</p> <p>New landfilling sequence implemented and removal of</p>

					<p>legacy stockpiled waste at Condobolin Waste Facility.                  Lake Cargelligo enhancements completed, new waste cell installed, removal of hazardous waste stockpiles, improved operational layout and reduction in litter blown pollution.                  Review of strategy to be undertaken and performance measures.</p> <p>Regular servicing of stockpiles are reducing fire hazards and legacy issues.</p> <p>Netwaste Regional Contracts for scrap metal, e-waste and household chemical cleanout programs are diverting waste from landfill.</p>
5.1.2	Provide solid waste collection and disposal services.	<p>Maintain effective collection and disposal services</p> <p>More street bins for villages</p> <p>Ensure that streets in the towns are free from rubbish</p>	<p>Number of complaints minimised and responded to.</p> <p>Favourable community satisfaction survey.</p> <p>Favourable community satisfaction survey.</p>	DETED	<p>Appointed new collection contractor. No complaints received                  Completed</p> <p>Ongoing</p> <p>Complaints about bin bank set up requesting skip bins for bulky items. Skip bins provided.                  Council staff will monitor the budget and if sufficient funds are available a bulky waste collection will be arranged for the main villages</p>

					Front load skip bins are effective in providing waste disposal system at Albert and Fifield. Installation of 240 litre waste bin holders highlighted to assist servicing of units at these locations and reduce incidents
5.1.3	Implement and maintain recycling services.	Implement Kerbside recycling	Kerbside recycling, drop off bays at Waste Facilities where appropriate. Waste Action Plan adopted. Review kerbside collection programs as necessary.	DETED	<p>Appointed new collection contractor. No complaints have been received.</p> <p>Completed</p> <p>Complaints about bin bank set up requesting skip bins for bulky items. Skip bins provided.</p> <p>Ongoing monitoring of skip system, one complaint received during Christmas period about facility not meeting excess waste demand during this period. Extra bins to be rolled out to accommodate waste demand over Christmas/new year period.</p> <p>Appointment of new Site Management contract for all Condobolin, Lake Cargelligo, Tottenham, Tullibigeal and Burcher Facilities.</p>

5.1.4	Develop and implement a trade waste policy.	Implement Policy through a joint project with Central West Joint Organisation/Utilities Alliance.	Policy in place.	DETED/DIS	Draft Policy prepared by DETED's team and with DIS for review.
5.1.5	Investigation into the viability of Tullibigeal and Burcher Waste Management Facilities.	Profit and loss summary for overall waste management	Investigation complete and recommendations made.	DETED	<p>Completed</p> <p>Open unmanned – monitoring of tyres and asbestos to be continued</p> <p>Minimal disposal of asbestos and tyres, these waste removed from site immediately if disposed.</p> <p>Operational cost has significantly reduced and meeting environmental performance standards with regular maintenance.</p> <p>Current operations are satisfactory, no significant pollution events have occurred.</p> <p>Tullibigeal waste facility experiencing increase presence of litter blow pollution, increase in servicing and litter collection implemented upon request/complaint.</p>

**Outcome 5.2:** Care for our community land

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
5.2.1	Control weeds and feral pests.	Conduct weed and feral pest inspections inspection	Inspection program implemented. Weed	DETED/Weeds Officer	Ongoing All targets met or exceeded

		<p>program and control operations.</p> <p>Undertake pest and weed control program on Council managed reserved</p> <p>Spraying program for footpaths</p>	<p>control activities completed as programmed.</p> <p>Feral pest control program completed, % reserves sprayed, pest numbers caught controlled.</p> <p>Paths free from weeds (DIAP)</p>	<p>(DIAP)</p>	<p>Ongoing Program conducted in accordance with the level of staffing and funding available. Positive feedback received from the general public.</p> <p>Ongoing, some complaints received regarding timeliness of spraying. Additional resources required if an increased level of service is to be provided.</p> <p>Increase in mosquito activity due to recent rain. Monitoring over the summer months.</p> <p>Officers undertaking weed control of footpaths, facilities and grounds in towns and villages. Recent rains have created increased cathead and Khaki weed in LGA.</p>
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5.2.2	Work with the Local Land Services to implement natural resource management initiatives.	Progress Lake Cargelligo Wetland Projects.  Investigate options for funding a development officer to work with National Parks and Wildlife service.	Wetland constructed.  Funding investigated and, if available, Development Officer employed.	DETED	Ongoing discussions with DPI and LLS
5.2.3	Develop initiatives to reduce Council's carbon footprint.	Develop initiatives to reduce Council's carbon footprint	Initiatives implemented e.g. LED street lighting, recycled plastic bins.	DETED/DIS	Ongoing within budget. Support for Southern Lights project through CNSWJO  Exploring grant options and Office of Environment and Heritage are undertaking evaluation and recommendation for Council to improve energy consumption/sustainability.
5.2.4	Address weed and salt issues at Gum bend lake.	Put in place a salt bush planting program to alleviate salinity issues which have arisen due to the installation of the lake.  Put in place a weed control program at Gum Bend lake	No of salt push plants planted 20% reduction in salinity levels present in the soil surrounding Gum Bend Lake 20% reduction in noxious weeds at Gum Bend Lake.	DIS/Weeds Officer	Herbicide program completed for aquatic weeds. Drought has emptied Gum Bend Lake and killed all aquatic weeds. Lake dredging and sealing works planned  400 salt tolerant species seedlings planted. Salt tolerant species seeds have been planted across salt affected area.

**Outcome 5.3:** Ensure that animals are properly controlled

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
5.3.1	Provide animal management services and encourage responsible ownership.	Hold discounted micro chipping and de-sexing programs each year.	20% increase in animal registrations.	RO	Services provided and considered successful Ongoing in conjunction with vets and RSPCA. Free microchipping held at drought assistance day, part of Rapid Relief Drought Assistance, in total 55 dogs microchipped.

**Outcome 5.4** Community Safety

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
5.4.1	Management of Swimming Pools	100% compliance with swimming pool regulations		DIS	Improvements identified and part funded in FY1920. Further works in draft budget for FY2021.
5.4.3	Management of Drug & Alcohol Issues	Support CDAT initiatives		DCCS	Not progressed as yet
5.4.4	Mitigation of Crime	Installation of CCTV in Foster Street, Lake Cargelligo.	Approval of funding	DCCS	Grant applied for but unsuccessful. Will look for other grant opportunities.
		Complete a Crime Prevention Plan.	Plan completed.		Not yet started

**Outcome 5.5:** Celebrating and Preserving our Heritage



CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
5.5.1	Promote and Celebrate Heritage and Achievements	Complete Heritage walks in Condobolin and Lake Cargelligo.	Walks completed.	DETED/DIS	Stronger Country Communities Grant application in place for Heritage signs in Lake Cargelligo. Heritage signs in Condobolin and Tullibigeal completed.
5.5.2	Protect and Manage our Heritage	Update Council's LEP with significant local buildings.  Adopt a Heritage Management Plan	Council's LEP updated.  Heritage plan adopted and implemented.	DETED	Council was unsuccessful in a grant application to review the European heritage study and update schedule 5 of the Council's LEP. The findings of the Aboriginal Heritage Study will be incorporated into Schedule 5 of the LEP as appropriate. Council officers will continue to seek funding to update the heritage study/Council's LEP listings.  Completed
5.5.3	Support our Natural and built heritage	Identify significant buildings and apply for grants under the Heritage Near Me Program.	Successful grant applications	DETED	Council is currently seeking funding through other funding streams being offered by NSW Government to support our natural and built heritage. Council was successful in obtaining a grant to undertake an Aboriginal Heritage Study and this process is currently underway.

## Recreation

**Outcome 6.1:** Increased recreational use of lakes and rivers

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
6.1.1	Complete the Lake Cargelligo and Gum Bend Lake shared paths to improve access.	<p>Reseal shared path to Gum Bend Lake walkway.</p> <p>Extend Gum Bend Lake walkway around the lake.</p> <p>Level camping area and improve stormwater drainage at Gum Bend Lake</p> <p>Construct bushwalks at Mt Tilga, Wagoon and Tallinga.</p> <p>Signage for walkway Mt Tilga and directional signage</p> <p>Finalise Lake Cargelligo foreshore Walkway Stage II design and construct</p> <p>Improve access tracks and signage to bird hides.</p> <p>Implement Gum Bend Lake Committee 6 Year Improvement Plan including additional BBQ's at Gum Bend Lake and Lake Walkway</p>	<p>Gum Bend Lake walk way reseal completed.</p> <p>Lake Cargelligo Walkway Stage II completed.</p> <p>Survey, investigation, design and costing done and grant program identified for funding.</p> <p>Signage erected.</p> <p>Walkway complete.</p> <p>New signs erected and create a safe path for users.</p> <p>Implement improvement plan.</p>	DIS	<p>Complete</p> <p>Submission made to Stronger Country Communities Round 3 for stage 1 and 2 of the walkway around Gum Bend Lake.</p> <p>Camping area drainage has been improved.</p> <p>Feature survey and design done.</p> <p>Multiple grant applications submitted. Funding unsuccessful.</p> <p>Stage II Lake Cargelligo Walkway 1580m of Construction complete. 800m remaining to arrive at Deadman's point reserve. Only 50% of funding required for Stage 3 has been secured.</p> <p>Walking track to bird hides has been cleared.</p> <p>Works being done progressively. Sheltered BBQ completed. Donations box and additional signage completed near boat ramp. Walkway works are</p>

					being planned. Dredging and weed control works are being planned while Lake is dry.
6.1.2	Secure a reliable water supply for Gum Bend Lake.	Lobby directly and participate in regional group meetings and provide information and submissions as applicable e.g. involvement and advocacy in development of next water sharing plan. Investigate ground water options	Lobbying has been undertaken. Participate in meetings, information is provided and submissions are made as determined.	DIS	Ground water options were not investigated further as they were deemed not viable. Opportunity to purchase a high security licence through the Drought Communities program was rejected by the Grant body. Establishment of a reserve fund for the future purchase of a High Security Water licence.
6.1.3	Develop feasibility study for water themed parks across the shire	Apply for grants for waterparks at Memorial Park, Condobolin and Liberty Park, Lake Cargelligo.  Deliver feasibility study  Design water themed parks	Groundwater hydrogeological report completed.  Design and estimates done for water themed parks  Grant program identified and grant application submitted.	DIS	Proposal put to GM, Directors and Strategic Planning Meeting. Preference was to spend money improving parks and play equipment.  Not required  Not required

**Outcome 6.2** Upgrade Community Buildings

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
6.2.1	Upgrade Lachlan Shire Libraries	<p>Increase the floor area of Condobolin Library to meet NSW State Library guidelines and install disabled toilets</p> <p>Investigate the options and viability of moving Tottenham library.</p> <p>Review opening hours of Lake Cargelligo Library and Customer Service Centre.</p>	<p>Plans Drawn up for Condobolin Library. Investigation re the viability completed. Review Completed.</p> <p>Expand opening hours for Council's office in Lake Cargelligo.</p>	<p>DCCS</p> <p>DCCS</p>	<p>Complete</p> <p>Library Strategic Plan to be developed.</p> <p>Library Strategic Plan to be developed.</p>
6.2.2	Upgrade & Maintain Community Halls and facilities.	<p>Upgrade Burcher with option to relocate museum within hall.</p> <p>Install toilets and showers at Kiacatoo hall.</p> <p>Upgraded and Cleaner Public toilets.</p>	<p>Museum re-located.</p> <p>Evaluation completed. Toilets installed.</p> <p>User satisfaction increased from a</p>	<p>DETED/MBS/DIS</p>	<p>The Museum Committee have decided to move the museum to the hall and set up displays on tables. Other options were researched but suitable funding could not be arranged.</p> <p>Toilets installed – Showers are not considered to be a viable option</p> <p>New toilets at Burcher completed. Frogs Hollow toilet installed.</p>

		<p>Increased maintenance at Memorial Hall, Lake Cargelligo</p> <p>Install curtains and hanging wire at Memorial Hall Lake Cargelligo.</p> <p>Parking on Western Side of Tullibiged Hall</p> <p>Public toilets in Lake Cargelligo CBD</p> <p>Public toilet in park next door to Lake Depot</p>	<p>3.5 index to a 3.7 index, according to the Micromex community survey.</p> <p>Usage increased by 10%.</p> <p>Curtains Installed</p> <p>Car-park constructed.</p> <p>Evaluation completed. Toilets installed.</p> <p>Evaluation completed. Toilets installed.</p>		<p>Building re-roofed. Investigating replacement of kitchen bench and installation of a new curtain – subject to additional funding being obtained. Grant application has been lodged.</p> <p>Gravel car park constructed.</p> <p>Not commenced-Existing toilets next to the VIC.</p> <p>Not commenced –funds not available</p>
6.2.3	Provide Swimming Pools in each main town	Effectively operate and maintain pools at each main town	Effective pool management contracts in place. Customer satisfaction rating to increase from 4.3 to 4.4.	DIS	<p>Leak sealing and liner works completed, saving council around 18ML of water per year.</p> <p>Tottenham Amenities Block complete. Lake Cargelligo Amenities Block in draft budget for FY2021 and grant application lodged.</p>

		Deliver improvement works to meet current Department of Health requirements including filter separation	Improvement works done		Filter separation works design underway. Works are planned for 2020 winter season.  Contract for Pool Operations is due for renewal in July 2020.
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**Outcome 6.3:** New and Visually appealing streetscapes

CSP	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
6.3.1	Programed a themed street tree replacement program.	Develop a plan of existing street trees and species list and implement a themed street tree replacement program.	Program developed	MREC	Planting complete in Condobolin, Lake Cargelligo, Tottenham, Albert and Tullibigeal and tree replacement planning continue. Dry conditions have halted further plantings.
6.3.2	Upgrade Foster Street Lake Cargelligo & Bathurst/William St Condobolin.	Design and implement streetscape upgrades.	Masterplan developed. Strategic upgrades implemented over 4 years	DIS/MREC	Foster St, Lake Cargelligo detailed design and cost estimate done. William, Lachlan, Denison Street, William, Busby & Lachlan Sts, Condobolin detailed design and cost estimate done. Bathurst Street, Condobolin not yet done. Grant applications for construction submitted for FY2021.  Drought has caused the death of many street trees.
6.3.3	Street tree Plan for all towns	Plant street trees according to streetscape plan.  Tree maintenance and watering of all street trees.		MREC	Further tree plantings are being planned, pending suitable conditions. Drought has caused the death of many street trees.

**Outcome 6.4:** Improved Parks & Gardens

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
6.4.1	Improved Infrastructure in Parks	<p>Five year strategic plan developed for Parks and Reserves Works program developed including roll out of soft-fall at existing and new play equipment and repairs to entry way/gates at memorial Parks</p> <p>Re-new existing soft-fall in playgrounds</p> <p>Install automated underground irrigation to all parks</p>	<p>Strategic plan endorsed by council</p> <p>Works program underway.</p> <p>Soft-fall renewed to required Depths.</p> <p>Irrigation installed to all parks</p>	DIS	<p>Crown Lands Management review is underway.</p> <p>New equipment is underway for the Tottenham Racetrack and Gum Bend Lake.</p> <p>New equipment completed at Memorial Park, Condobolin, Apex Park Lake Cargelligo and Memorial Park, Tottenham, Lions Park Condobolin and Burcher Memorial Park.</p> <p>Soft fall renewed. Ongoing maintenance continues.</p> <p>Automated irrigation is complete at Maurice O'Connor Park, Lake Cargelligo Skate Park, Lions Park Condobolin. Irrigation renewed for Pioneer park Tullibigeal and Memorial Park Tottenham.</p> <p>Planning and Budgeting continues for future automated irrigation project.</p>

6.4.2	Upgrade and Maintain recreational and sporting facilities	<p>Five year strategic plan for parks and reserves</p> <p>Management plans for sporting facilities</p> <p>Replace Pat Timmins Oval change-rooms &amp; upgrade SRA Grounds Rugby League Oval</p> <p>Level car parking and extended areas of SRA grounds</p> <p>Improvements to Lake Cargelligo sporting facilities.</p> <p>Install watering systems at Lake Cargelligo oval</p> <p>Replace Amenities at Tullibigeal Racetrack</p> <p>Install Cricket nets at Lake Cargelligo Rec Reserve</p>	Strategic plan endorsed by council Management plans completed and capital improvement underway.	DIS	<p>Crown Lands Management review is underway.</p> <p>Draft Plans of Management have been developed for all crown reserves.</p> <p>Pat Timmins Oval upgrade complete.</p> <p>Car park levelling complete</p> <p>Lake Cargelligo Sporting upgrades complete.</p> <p>Stage 1 irrigation works complete Stage 2 irrigation works underway.</p> <p>Tullibigeal Amenities replacement complete</p> <p>Preferred site confirmed for the cricket nets. Quotations received and additional funding is required.</p>



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

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
6.5.1	Improvements at Cemeteries	Upgrade toilet at Condobolin Cemetery  Expand footpath network to the Condobolin Cemetery.  Install seats at Condobolin cemetery.	Upgrade toilet  Footpath to the cemetery completed.  Seats installed	DIS  (DIAP)	Cemetery Committee removed this from improvement list in the Plan of Management improvements including drainage, paths and kerb & gutter completed. Stage 1 and 2 complete. Irrigation installed at Lake Cargelligo Lawn Cemetery.

**Outcome 6.6:** Community Gardens in the towns

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
6.6.1	Develop community Gardens in Lake Cargelligo and Condobolin.	Acquire Sites for community gardens  Construct community garden  Establish S355 committees	Investigate location for gardens and engage community interest for committee to manage gardens.	DIS	Not yet done.  Not yet done.  Not yet done.

## Service Infrastructure

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

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
7.1.1	Complete effluent reuse systems in the shire	Implement agreed option in accordance with grant conditions	Grant monies acquitted	MU	Scope of works has been revised after receipt of concept design, and costing. Additional \$2.65m funding required before proceeding.
7.1.2	Implement the asset maintenance and renewal program for water and sewerage services.	Complete annual maintenance and renewals program.  Review Asset Management Plan and link with Long Term Financial Plan.	Kilometres of pipes renewed/ replaced. Number of sites receiving renewal or upgrading.	MU	Maintenance and renewals Ten Year Program being developed  Draft Asset management plans completed.
7.1.3	Upgraded power Supplies	Upgrade power at Tullibigeal Caravan Park and Recreation reserve.	Power upgraded	DIS	Power upgraded at caravan park. Upgrade for Recreation Reserve was included in the SCCF grant application.
7.1.4	Plan and undertake a water mains renewal program	Implement a renewal program each year. Review Asset Management Plan and link with Long Term Financial Plan	Nominated renewal program completed.	MU	Ten Year Works Program being developed. 2.25km of water main at Tottenham has been constructed. Fire hydrants & stop valves replaced in Napier, Orange and Molong Sts, Condobolin.
7.1.5	Encourage the generation of	Support & facilitate installation of renewable energy & energy projects within the shire.	Projects supported.	DCCS/GM	Participation in OEH Sustainable Councils and Communities Program.

	alternate energy in the Shire.				Considering PPA proposal through JO.
7.1.6	Council to improve energy efficiency of facilities and plant.	Progressive investigations & implementation of more energy efficient facilities & plant.  Implement replacement of street lighting with energy efficient LED	Funded projects completed. Reduction in electricity costs associated with the provision of water and sewer services.	DIS DETED	Variable speed drives installed progressively. Solar power arrays being scoped for large capex projects. Participating in JO Southern Lights LED project. No street lighting LED done yet. Feasibility study complete for solar PV at Council Chambers carpark and Condobolin Swimming Pool. Council officers are investigating a number of options for Council buildings to incorporate solar power into the future.

**Outcome 7.2:** Water Security for all towns and villages.

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
7.2.1	Progress the Bore Fields 2 Project	Implement project in stages	Stages are progressing satisfactorily & funding applied for.	MU	Three production bores have been constructed. They are not operational. Power supply being costed. WTP upgrade options report done. Scoping study for WTP done. Grant application for funding pipeline from bores to Condobolin submitted to Minister. .

7.2.2	Complete Tottenham water security project	Implement agreed option in accordance with grant conditions	Grant monies acquitted	MU	B-Section Pipeline Collaboration Project underway. Discussion paper completed. Funding application for business case yet to be submitted.
7.2.3	Upgrade Standpipes	Redesign and install standpipe at Tottenham.	New Standpipe installed.	MU	Upgrades to non-potable standpipes completed in Condobolin & Lake Cargelligo.
7.2.4	Water Availability at Tullibigeal	Up-grade water storage infrastructure to ensure water security for Tullibigeal.	Sufficient water availability for Tullibigeal.	MU	Tullibigeal bore and irrigation project underway. Upgrades to pump stations and associated telemetry commenced.

**Outcome 7.3:** Adequate town drainage

CSP No	Delivery Program Action (2017/2021)	Operational Plan Action	Performance Measure	Responsible Officer	Status as at 31 Dec 2019
7.3.1	Ensure that towns have adequate drainage	Design Drainage system for Tullibigeal. Implement Drainage system and Kerb & guttering in Tullibigeal.	Design & Survey completed.	MU	Two options investigated, unaffordable. Kerb & gutter with urban street sealing completed in Wooyeo St.

					Cargelligo St design completed, construction funding FY2021.
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## 8 CORPORATE AND COMMUNITY SERVICES

### 8.1 SUSTAINABILITY FUNDING - LIBRARIES

**TRIM Number:** R19/336

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

#### PURPOSE

To seek council's views on whether it would be prepared to pass a resolution to support the NSW Public Libraries Association's campaign for sustainable library funding.

#### SUPPORTING INFORMATION

State of our libraries report and draft letter of support for library funding are included as attachments.

#### BACKGROUND

The attached report outlines that the NSW Public Libraries Association's 2018-19 Renew Our Libraries campaign was a success, delivering an increase of \$60m in state funding for NSW public libraries over the quadrennial period 2019-20 to 2022-23. According to this report, this was the largest single increase in state funding since the NSW Library Act was introduced in 1939. The report claims this outcome was achieved as a result of the support of councils, libraries and communities across the state. The report states that over 80% of NSW councils formally endorsed the initial Renew Our Libraries through council resolutions.

#### ISSUES AND COMMENTS

The NSW Public Libraries Association has requested the support of NSW councils in its advocacy to the State Government to develop a sustainable funding model for NSW libraries.

The Renew Our Libraries Phase Two was launched in late 2019 and the stated objectives are to:

- **Index the total increased state funding contribution** to the Consumer Price Index (CPI) in perpetuity. Without indexation the actual value of state funding for NSW libraries will decline over time, leaving NSW councils to either meet the shortfall or reduce services; and
- **Protect the new funding commitment** by including all elements of the new state funding model in legislation through the Library Act and/or the Library Regulation. Currently, only the per-capita component of the funding model (increasing from \$1.85 per capita to \$2.85 per capita over the 4-year period 2019-20 to 2022-23) is included in library legislation, leaving 46% of the total funding for NSW libraries at risk.

#### FINANCIAL AND RESOURCE IMPLICATIONS

Council has received just over \$47,000 for the 2019/2020 financial year to date and was the recipient of \$34,000 in the 2018/2019 financial year.

#### LEGAL IMPLICATIONS

None identified

#### RISK IMPLICATIONS

Reputational risk and political risk when deciding whether or not to support the NSW Public Library Association's campaign for sustainable library funding.

Financial risk in that our libraries may not continue to attract sufficient government funding to provide the level of service our community currently enjoys.

**STAKEHOLDER CONSULTATION**

Acting librarian

**OPTIONS**

See conclusion.

**CONCLUSION**

Council resolves to endorse the NSW Public Libraries Association's Renew Our Libraries Phase Two campaign. This will involve:

1. Council making representation to the local State Member, in relation to the need for a sustainable state funding model for the ongoing provision of public library services; and
2. That Council write to the Minister for the Arts and the Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of state funding for NSW public libraries, as well as legislation of all elements of the 2019/20 to 2022/23 NSW state funding model.

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

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

**ATTACHMENTS**

1. **Draft letter of support for library funding**
2. **State of our libraries report**

**RECOMMENDATION**

That Council resolves to:

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

## STATE GOVERNMENT FUNDING FOR NSW PUBLIC LIBRARIES

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### RECOMMENDATION

1. That Council make representation to the local State Member(s), in relation to the need for a sustainable state funding model for the ongoing provision of public library services.
2. That Council write to the Hon. Don Harwin, Minister for the Arts and the Hon. Walt Secord, Shadow Minister for the Arts, calling for bi-partisan support for Consumer Price Index (CPI) indexation of state funding for NSW public libraries, as well as legislation of all elements of the 2019-20 to 2022-23 NSW state funding model.
3. That Council take a leading role in lobbying for sustainable state government funding for libraries.
4. That Council endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council libraries, as well as involvement in any actions proposed by the Association.

### Report

The NSW Public Libraries Association's 2018-19 Renew Our Libraries campaign was a spectacular success, delivering an increase of \$60m in state funding for NSW public libraries over the quadrennial period 2019-20 to 2022-23. This is the largest single increase in state funding since the NSW Library Act was introduced in 1939.

This outcome was achieved as a result of the remarkable support of councils, libraries and communities across the state. Over 80% of NSW councils formally endorsed Renew Our Libraries through council resolutions.

The NSW Public Libraries Association has requested the support of NSW councils in its advocacy to State Government to develop a sustainable funding model for NSW libraries.

Renew Our Libraries Phase Two has recently been launched <https://renewourlibraries.com.au/> Well known media and advocacy company Essential Media has been engaged to administer the campaign, the objectives of which are to:

- **Index the total increased state funding contribution** to the Consumer Price Index (CPI) in perpetuity. Without indexation the actual value of state funding for NSW libraries will decline over time, leaving NSW councils to either meet the shortfall or reduce services.
- **Protect the new funding commitment** by including all elements of the new state funding model in legislation through the Library Act and/or the Library Regulation. Currently, only the per-capita component of the funding model (increasing from \$1.85 per capita to \$2.85 per capita over the 4-year period 2019-20 to 2022-23) is included in library legislation, **leaving 46% of the total funding for NSW libraries at risk.**

#### ***Index the Funding → Protect the Funding***

These two simple measures will ensure that NSW councils continue to receive a significantly increased state government contribution to the operation of public libraries across the state, which will be protected by legislation and will not be subject to cost of living attrition over time.



This will also mean that the NSW Public Libraries Association, its member councils and libraries across the state can direct their funds and efforts to the ongoing support and development of high quality library services for NSW communities, rather than engaging in expensive and time consuming future funding campaigns.

This is our opportunity to lock in the historic 2019 state funding increase for NSW libraries once and for all, thereby ensuring the future prosperity of the NSW public library network.

Accordingly, it is recommended that Council supports the NSW Public Libraries Association by formally endorsing Phase Two of the Renew Our Libraries Campaign to secure a sustainable funding model for NSW public libraries in perpetuity.



**RENEW**  
-OUR-  
**LIBRARIES**  
*More than books*

# State of Our Libraries Report



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# Executive Summary

The network of public libraries across New South Wales reflect the vibrant communities within which they operate. From July 2017 to July 2018, 1.75 million people attended 87,700 programs across the state.

Public libraries are the heart and soul of these communities, providing a wide range of services which are deeply valued by everyone who uses them. Indeed, it would be tough to find a single person in NSW who does not love their library.

However, in 2018, after 40 years of ongoing state government underfunding, our public libraries were facing an unprecedented funding crisis. Without an increase in funding and a secure funding model, our public libraries would have struggled to continue to provide the services and resources that communities across NSW so desperately love and rely on.

That's when we turned to the community for help. The Renew Our Libraries campaign was launched in August 2018. Thousands of community members joined libraries, councils, Councillors, the NSW Public Library Association and Local Government NSW in asking all NSW political parties to support an increase in public library funding.

The Renew Our Libraries campaign was successful in generating support from right across the political spectrum, resulting in an additional \$60 million in funding for the current quadrennial funding period out to 2022/23.

The love, support and passion of all stakeholders in the community for their local libraries was a major contributor in securing this substantial injection of additional funds from the NSW Government.

The NSW Public Libraries Association, who partnered on the campaign with Local Government NSW, was heartened by the multi-partisan commitments to library funding during the 2019 election campaign, demonstrating that the value of the NSW public library network is indeed acknowledged by all sides of politics.

Just 12 months after facing a funding crisis, we can safely say that our libraries are not just surviving, they are thriving.

But it's important that our libraries receive the support they need to stay open – and stay relevant – for good.

To ensure that the funding for public libraries does not revert to the perilous crisis situation it was in prior to the 2019 election, it is now critical that further action is taken by government.

The first step is to ensure that the current funding can keep pace with cost of living increases by indexing the funding for our libraries every year.

In addition to this, it is critical that the entirety of the full funding package is included in specific public library legislation that guarantees these funds for the long term.

These simple steps will provide a certain future for NSW libraries, and enable them to provide ongoing support to their communities right across the state.

**Dallas Tout**  
President, NSW Public Libraries Association





# Today's Modern Library Network

NSW has a strong network of fantastic libraries across the state. These vibrant community spaces respond to a broad variety of community needs by providing spaces where people can connect to:

- multi format collections that are available to inform, educate and entertain library borrowers
- information services to keep communities informed
- technology, online information and services to help bridge the digital divide
- programs for all ages and demographics that inspire, connect and engage communities

Our public libraries are more and more becoming the community living rooms of towns, suburbs and cities across the state.

And to ensure that residents in outlying suburbs and rural towns get a piece of the library action, there are 22 mobile libraries that cruise around the state delivering collections, programs and services well beyond the traditional library walls.

Public libraries are resilient. Despite various dire predictions over the past 20 years of

the imminent demise of libraries due to their forecasted declining relevance in the digital age, our libraries are more popular than ever. A recent article about libraries published by Jane Cadzow (A Turn Up For the Books, Sydney Morning Herald/The Age, 28 September 2019) said "If attendance figures are any indication, the public library is our most valued cultural institution".

Libraries are not at all surprised by this revelation, because they are the masters of reinvention and adaptability. Far from being challenged by technology, our libraries own that space. Library collections have successfully integrated a broad range of eResources, meaning that the "virtual library" is a reality.

Library staff have, by sheer necessity, become expert navigators of the online service world, helping constituents to access online government and other business services that they may not have the equipment, connectivity or skills to utilise individually. As well as facilitating online access and equipment libraries also offer a range of technology courses, including the Tech Savvy Seniors and Be Connected programs, to help bridge the digital divide and reduce the number of people who would otherwise be left behind in the age of technology.



The \$24m library grants program that is part of the increased funding package will have an infrastructure focus that will stimulate investment in new and refurbished library buildings as well as technology projects, further enhancing the community development capacity of NSW libraries.

The additional \$60 million in public library funding will make a massive difference to the contribution that NSW libraries can make to their constituents until 2023. Already, there is talk of additional opening hours, staffing, collections, programs and services to be funded by the “new money”.

These are not abstract concepts or funds that are tied up in planning processes – they are real services and products for real people across the state.

Public libraries in NSW and right across Australia make a massive contribution to community wellbeing. They are safe, welcoming and inclusive spaces that engage, inspire, educate and entertain their constituents.

The 3.3 million library members across NSW are sure to agree.



# FUN FACTS

## Libraries at a Glance



**375**  
public libraries  
&  
**22**  
mobile libraries



**2,300**  
library staff

**14.8**  
million  
visits to  
library websites  
(2017/18)



**40.2**  
million  
loans  
(2017/18)



**34**  
million  
visits in person  
(2017/18)



**13.1**  
million  
collection items  
(2017/18)



**87,700**  
programs & events  
attended by  
**1.75 million**  
people



# A Community Asset

Like parks, playgrounds and sports fields, libraries are core piece of infrastructure that local government delivers for our communities. Libraries are open to everyone in the community and are constantly evolving to meet local community needs.

While no two libraries are the same, there is a constant thread that connects all libraries: that they are inclusive and accessible to everyone.

When you walk around your local library at different times of the day - you will see families with young children spending precious time building a love of reading, school students finding a quiet space to focus and study, community members using the computers to access a government service, people catching up on the daily news reading the paper and magazines, people researching and writing that university assignment or simply borrowing a book that they have been wanting to read.

It is in these ways that libraries strengthen connections within and across communities, by providing spaces and resources for people with new and emerging interests to come together to connect and reflect.

A fantastic example of one of the new and innovative ways that libraries connect and strengthen communities is how Melbourne City Council has hired a social worker for its libraries, to provide support services for the homeless. It's in thoughtful ways such as these that public libraries can adapt to the needs of the community around them, as a place of information, social connection and support.

This is how libraries change lives.

## Who uses libraries?

Students

Young families

Older people

People from a non-English speaking backgrounds

New residents and migrants

Job seekers

Vulnerable members of the community

And more!





# Today's Modern Library Network

In September 2019, the NSW Public Libraries Association surveyed over 1,200 members of the public from NSW about how they use their local library

## Here's what we found out:

**74%** of respondents were frequent users of their local library with many having family members who frequented libraries just as often

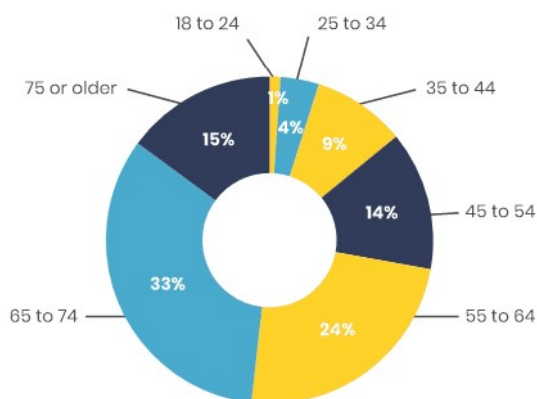
**96%** of respondents were most likely to go to the library to borrow books

**44%** respondents attend events or classes

**50%** respondents borrow DVDs

**44%** respondents access newspapers and magazines

## Demographic that filled out the survey



Many respondents also cited using the internet, reading ebooks, listening to audiobooks and using computers for email, fax and printing as additional library services they used.

Respondents also shared uplifting stories of their experiences with libraries, with many saying that libraries have made a huge difference in their lives.



## Library Lovers Say...

“ I visit Manly Library on Sydney’s Northern Beaches at least once a week. As a freelance journalist I often work from the library - there’s something so motivating about being surrounded by books - and I’m constantly borrowing books and requesting inter-library loans. My library is essential for both my work and leisure time, and I see every week that plenty of other people feel the same.  
- Hannah, Balgowlah



“ I love the library as I believe that reading should be available to all, no matter what their circumstances are. As the campaign has shown, it’s more than books too, as people need spaces away from home or work that is welcoming and free.  
- Robert, Haberfield



“ I am at our library at least twice a week every week, picking up books that I’ve reserved for myself, my husband and our two primary school children. We are so grateful for this service as it means we save so much money on buying books, and we’ve realised that borrowing books is so much more sustainable than buying and then discarding them. The library means so much to our family as it gives us access to a world of books we otherwise wouldn’t read.  
- Sarah, Haberfield



“ Last year I’d fortunately gone along to the Marrickville library to learn how to use the online electronic loans service just before I suffered a detached retina! Once this catastrophe had befallen me, my vision was very compromised, and I wasn’t able to move about freely after the sight saving surgery. So I borrowed talking books online from my much loved council library! I’m now thankfully recovered, and can once more read print books, but the sanity saving company and entertainment of downloaded books during that time of pain and fear was priceless!  
- Ailsa, Marrickville



“ Libraries are invaluable to a healthy, happy community. My library is a wonderful oasis, a sanctuary of quiet and intellectual nourishment.  
- Saxon, Byron Bay



“ As a new settler in Australia in 2008, the library offered me great resources. I was able to access books about Australia and its people and way of life as I navigated my new life. The public library is a unique and valuable source for research that is not available elsewhere.  
- Sarah, Lismore



# Renewing libraries for a bright future

While many predicted the downfall of libraries against the ever-rising tide of technology, what has resulted, demonstrated in this report, is exactly the opposite. As technology increases and the platforms in which we access information have become more diverse – public libraries are proving to be more essential to our lives now more than ever.

Our libraries and their librarians have more than proven their ability to be versatile and agile against the waves of technological and social change.

The more challenges our communities face – the more often they are turning to their libraries as a secure and safe space to access information, meet new people and familiarise themselves with their community.

If provided with secure, long term funding, the future of our public libraries is bright. The power they hold in connecting our communities and empowering the individuals within them is limitless. But in order to reach their full potential, or just to stay open at all, the current funding for public libraries needs to be protected.

In 2019 the campaign to Renew Our Libraries succeeded in securing the additional \$60 million over the next four years that libraries need, to continue to deliver these vital services to our community. However, without protecting this additional funding in legislation, and indexing it to keep up with inflation, the full funding package is not guaranteed beyond 2023. The consequences of not protecting this funding will be devastating for our public libraries and the communities that depend on them.

We must act now to secure the funding to ensure that our beloved libraries never fall into this crisis again. The Renew Our Libraries campaign will continue its endeavour to see public libraries stay open, for good, by asking all parliamentarians to support legislation to index the current funding and protect it in legislation for future years to come.



# COMING UP

## Love your library week!

Love Your Library week from December 2 to December 8, is a chance for all state MPs to visit their local libraries and get involved in the Renew Our Libraries campaign.

Renew Our Libraries supporters will be asking their MPs to commit to visiting their local library and taking a photo with our pledge to support keeping libraries open, for good.



## Find out more

You can contact the NSW Public Libraries Association  
by emailing Robert Knight [knight.robert@wagga.nsw.gov.au](mailto:knight.robert@wagga.nsw.gov.au)

Or email the Renew Our Libraries campaign  
on [info@renewourlibraries.com.au](mailto:info@renewourlibraries.com.au)

You can also find out more about the Renew Our Libraries  
campaign on [www.renewourlibraries.com.au](http://www.renewourlibraries.com.au)



[www.renewourlibraries.com.au](http://www.renewourlibraries.com.au)

## 8.2 DONATION REQUESTS

**TRIM Number:** R20/7

**Author:** Administration Officer - Corporate & Community Services

### PURPOSE

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

### SUPPORTING INFORMATION

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

### BACKGROUND

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

### ISSUES AND COMMENTS

1. NAIDOC Week Initiatives had requested a donation of \$450 to support the logistics and resources required for the NAIDOC week school initiatives program.

At its December 2019 meeting, Council requested additional information around the location of schools that were invited to join in this initiative. Council received an email on 2 January 2020 advising that information packages were sent to both primary and secondary schools across the shire. A copy of the email and the initial donation request are attached.

Council could fund this from the \$560 remaining in the NAIDOC week budget (GL 3820.409).

2. The Condobolin Clay Target Club Inc. have requested a donation of \$2,500 to support their upcoming Condo Classic Championship Shoot to be held on 1 March 2020. In previous years Council has supported this event with a \$1000 donation.

3. The Lake Cargelligo Arts and Crafts Society Inc. have requested a donation of \$1,000 to support their 42<sup>nd</sup> 'Blue Waters' Arts and Crafts Exhibition to be held on the 16-18 October 2020.

4. Catholic Care have requested a donation of \$300 for sand and soil to be used for a Men's Shed Garden. A garden was requested from the Men's Shed members and Catholic Care plan to use this space as a yarnning circle.

5. Country Women's Association Oxley Group have requested a donation of \$300 to assist with costs associated with running the Oxley Group Junior Public Speaking Competition to be held in Forbes in May 2020. Invitations to participate are sent to both Primary and Secondary schools across Condobolin, Forbes, Peak Hill, Lake Cargelligo and Ungarie.

### FINANCIAL AND RESOURCE IMPLICATIONS

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

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

Elected members cash donations has a balance remaining of \$9,245.

The in-kind support budget has a balance remaining of \$9,934

Attachment 6 is a spreadsheet showing donations approved and the budgets remaining for FY2019/20.

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

### **LEGAL IMPLICATIONS**

There are no legal implications identified.

### **RISK IMPLICATIONS**

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

### **STAKEHOLDER CONSULTATION**

Nil.

### **OPTIONS**

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

### **CONCLUSION**

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

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

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

### **ATTACHMENTS**

1. **NAIDOC Week Initiatives Donation Request**
2. **Condobolin Clay Target Club Inc. Donation Request**
3. **Lake Cargelligo Arts and Crafts Society Inc. Donation Request**
4. **Catholic Care Donation Request**
5. **Country Women's Association Oxley Request Donation Request**
6. **Donations as at 130220**

### **RECOMMENDATION**

That:

1. The Director Corporate & Community Services Report No. R20/7 be received and noted.
2. Council determine the amount of any donation it wishes to provide to each organisation:
  - i. NADIOC week initiatives
  - ii. Condobolin Clay Target Club
  - iii. Lake Cargelligo Arts and Crafts Society Inc.
  - iv. Catholic Care Wilcannia-Forbes
  - v. Country Women's Association Oxley

**Dominique Nagle**

---

**From:** Executive Director - Initiatives <director@koorikids.com>  
**Sent:** Thursday, 2 January 2020 4:01 PM  
**To:** Dominique Nagle  
**Subject:** Re: 2020 NAIDOC Week School Initiatives - Lachlan Shire Council

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Dominique,

Thanks for the email.

Our records indicate that 5 schools have participated in the NAIDOC Week School Initiatives (and we have had several winners throughout the years) at schools within Lachlan.

Information packages with council logo inclusion as acknowledgement for 'proudly supporting' are sent to all schools within the shire both primary and secondary.

Our records indicate the following schools have participated in the NAIDOC Week School Initiatives (and we have had several winners throughout the years) at schools within the shire. \*entries received 503

Thanks & regards  
Dylan



**Dominique Nagle**

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**From:** Executive Director - Initiatives <director@koorikids.com>  
**Sent:** Monday, 28 October 2019 2:49 PM  
**To:** Council  
**Subject:** {SEC UNCLASSIFIED} 2020 NAIDOC Week School Initiatives  
**Attachments:** AAA 2020 NAIDOC Week School Initiatives Proposal - nv2.pdf; NAIDOC Week School Initiatives 2020 - Entry Forms -NSW.PDF; Final Report - NAIDOC Week School Initiatives 2019 - NSW.pdf; Lachlan.docx

Director  
Corporate & Community Services  
Lachlan Shire Council

We are delighted to forward the 2020 NAIDOC Week School Initiatives proposal that council has been a longstanding energetic partner. As in previous years we forwarded a copy of last years initiatives final report detailing the success of the program for schools within councils LGA. (a copy is also attached along with LGA statistics). Our contact last year was Juanita Gulpin

We were excited to announce a winner in this years NAIDOC Week School Initiatives from within council's LGA 'Rose Collins - Condobolin Public School.

Similar to last year we have received a request from the Department of Education for us to coordinate for information packs and entry forms to be sent to schools prior to the end of school year, enabling students more time to research and create their entries upon their return.

The NAIDOC Week School Initiatives program has provided an educational component to NAIDOC Week celebrations and has promoted respect and harmony within schools and communities. The initiatives have grown each year and continue to get bigger and bigger each year, with the sustainability focus on partnerships with the schools and councils. Last year seen a steady increase from both schools and students within councils LGA.

"Taking part in NAIDOC Week is a great way to celebrate Indigenous culture and build bridges between Indigenous and non-Indigenous Australians and to encourage all school students to take this opportunity to think about Indigenous history, culture and society and to get involved in the NAIDOC Week School Initiatives".

The initiatives provide an opportunity to sit within council's community development plans focus area. It looks at the personal development and well being through connecting people to Indigenous experiences of culture and reconciliation, it involves community participation as well as relationship building and connections through partnerships.

If you could provide a response at your earliest convenience to assist in the overall logistics of the initiatives, as we know council has always been one of the first to confirm support.

Regards

Dylan Williams  
Executive Director  
NAIDOC Week Initiatives

\*\*\*\*\*

**Dominique Nagle**

---

**From:** Executive Director - Initiatives <director@koorikids.com>  
**Sent:** Wednesday, 20 November 2019 3:17 PM  
**To:** Dominique Nagle  
**Subject:** Re: 2020 NAIDOC Week School Initiatives

Hi Dominique,

Thanks for your email,

The NAIDOC Week School Initiative Competitions have brought a coordinated educational component to the week-long celebrations. The competitions have been overwhelmingly successful and last year was no exception which produced over 206,977 entries from schools who participated in a variety of competitions.

As council is aware the initiatives attract a significant participation annually from schools across the shire. We have hosted the Mayor and other dignitaries at presentations to winning students. Last year we had a winning student from St Josephs Primary School. Lachlan Shire Council in particular Robert Hunt has been a long-standing and vibrant committed supporter of the initiatives and Juanita was our contact last year.

The contribution of \$450 is towards the logistics, printing and distribution of information packs to all primary and secondary schools within the LGA.

Our records indicate the following schools have participated in the initiatives either as a school/ class exercise or individual students.

St Josephs Primary School  
Condobolin High School  
Condobolin Public School

The initiatives foster students creativity and enhance knowledge of NAIDOC, cultural diversity and community harmony.

Regards  
Dylan



The NAIDOC Week School Initiative Competitions have brought a coordinated educational component to the week-long celebrations. The competitions have been overwhelmingly successful and last year was no exception which produced over 206,977 entries from schools who participated in a variety of competitions and we are delighted to announce the “2020 NAIDOC Week” Colouring-in/short story and Creative/Essay writing Competitions. Entry is open to all primary and secondary school students in communities.

**NAIDOC Week 2020 July 5<sup>th</sup> – 12<sup>th</sup>**

The ultimate aim of these initiatives is to provide our kids with a greater understanding on the importance of friendship and cultural diversity. The competitions reflect Aboriginal ancestry and promote the growth of positive attitudes in all students towards Aboriginal people. They are broadly based around each year’s national NAIDOC theme. The colouring-in/ Short-Story competitions are open to all primary school students and the creative writing/ Essay Writing competition will be open to all secondary students. **The winning students are each year awarded prizes from our major sponsors.**

As part of National NAIDOC Week celebrations Koori Kids coordinates, with the support of various government departments and local councils an educational component to provide a link of cultural diversity to our kids with the NAIDOC Week School Initiative Competitions. These competitions have been a successful part of NAIDOC Week and to date we have received over 2,638,098 entries which include colouring-in, short story, creative writing and essay writing. As a result we have awarded over 530 major prizes including; Computers, Televisions, Mountain Bikes, Xbox consoles, DVD Players, MP3 Players, Mini Stereos, and Encyclopaedia’s. We have presented some 5700 encouragement awards including; CDS, DVDS, Movie Tickets and certificates to all participants

This year our highlighted Indigenous role models include a broader spectre recognising Indigenous talent in entertainment and sport and their contribution to the national identity **Jessica Mauboy (Indigenous Singer) and Lance Franklin (Indigenous sportsman)**. Our message this year is that education is knowledge and knowledge is **GOLD**



The logistics of the initiatives involve packages being sent to all school principals inviting students to participate in the competitions. Prizes will be awarded to the winning students along with the “NAIDOC Medal of Excellence” The Prime Minister has annually provided a message of support for the initiatives encouraging students to participate. “The wonderful work of student winners – and indeed all entrants – gives me great confidence for the future and our ability to forge a more united, harmonious and respectful future together in the spirit of reconciliation. We can draw inspiration from their idealism and creativity, and their instinctive sense of possibility and openness to change. That is why I am so delighted to be associated with the successful NAIDOC Week School Initiatives”

The judging of entries last year was adjudicated by a panel including; our patron, Aboriginal Elders and Sponsoring agency delegates. The judging this year will take a similar precedent. At an awards presentation held during NAIDOC Week the Minister praised the competitions and their purpose “*The initiative we are here to celebrate today provides a perfect illustration of how general public*

*awareness has been raised around these issues in recent times. The NAIDOC School Initiative competitions are a perfect opportunity to bring Australians together. They have clearly done so”.*

We acknowledge and appreciate the support of the council last year and seek your involvement again in this year's competitions. **We are asking that you assist this year by preparing a report to council and continuing your support to the initiative with a \$500.00 contribution towards printing and distribution for students within councils LGA.** Support last year was recognised by the Prime Minister and Minister – Indigenous Affairs at the NAIDOC Awards presentation held during NAIDOC Week. Logo was displayed on all materials sent to both principals and student's across council's LGA and a proof of the 2020 competition entry forms for your information is attached. Support was also recognised in all media which included the Advertiser, National Indigenous Times, ABC Radio, Local media and ABC TV's Message Sticks.



Presentation of NAIDOC Medals of Excellence were presented to the winning students were held at special school assemblies and were attended by Elders, Executive Director, NAIDOC Week School Initiatives, Director, Social Wellbeing & Community – Koori Kids, local Mayor or representatives, Regional Director of Schools, Delegates from the Department of Education, NSW Aboriginal Land Council's and Australia Post. I would particularly like to acknowledge; **Hon. Sarah Mitchell M.P – Minister for Education & Early Childhood Learning, Ms Jayde Ward (Catholic Schools NSW), Local Mayors and Mayoral Representatives; Hornsby Shire Council, City of Canada Bay, Sutherland Shire Council, Parkes Shire Council, Kempsey Shire Council, Griffith City Council, Queanbeyan-Palarang Regional Council, Albury City Council, Tamworth Regional Council, Tamworth Local Aboriginal Land Council, Cumberland Council, Fairfield City Council, Bayside Council, Cowra Shire Council, Dubbo Regional Council, Moree Plains Shire Council, Inner West Council, Eurobodalla Shire Council, Canterbury Bankstown Council, Kyogle Council, Goulburn-Mulwaree Council, City of Ryde, Northern Beaches Council, Bega Valley Shire Council, Lachlan Shire Council, Northern Beaches Council, Strathfield Council, Upper Hunter Shire Council, North Sydney Council and Representatives of the Aboriginal Land Council for taking time out of their schedules to attend the school presentations.**

Without support these initiatives would not have been an overwhelming success and we hope that you will be able to assist us with this small community contribution. For further please contact the co-ordinator on (02) 8088-0791 or send an Email to [director@koorikids.com](mailto:director@koorikids.com)

Warm Regards

**Dylan Williams**  
Executive Director  
NAIDOC Week 2020  
School Initiative Competitions

**‘ANNEXURE’**

**NAIDOC Week 2020 School Initiatives  
Koori Kids – Request for financial partnership**



**Mayor,  
Chief Executive Officer  
CC: Director: Community Services**

**REPORT IN BRIEF**

Koori Kids is a community organisation that engages young people in a range of school initiatives to promote education and awareness of Aboriginal & Torres Strait Islander culture. Each year Koori Kids conducts the NAIDOC Week School Initiative Competitions for school aged children. This is broken up into primary and secondary school categories being; colouring-in, short story writing and creative and essay writing. Koori Kids is seeking continued support from council and request consideration of council to be an associate partner with a \$500 towards the program

**Purpose**

The purpose of this annexure to the proposal is to inform council of the Koori Kids 2020 School Initiatives program. The initiatives are coordinated in partnership with the Department of Education, NSW Department of Education, Department of Health, Transport for NSW, NSW Health, Catholic Schools NSW and Department of Premier & Cabinet.

Koori Kids has provided a proposal and draft entry forms for the 2020 initiatives. The contribution sought (\$500) will be utilised towards the costs for printing and distribution of information packs, posters and entry forms to schools across councils LGA. These initiatives are designed to educate all students on cultural diversity and involve a whole of community approach in the spirit of reconciliation and bringing us ‘all together as one community’.

<b>Costing</b>	<b>Description</b>	<b>Cost</b>
Printing	Entry forms – (LGA Schools)	350.00
Distribution	Postage and Delivery	150.00

**Summary**

This worthwhile cross-cultural initiative has been operating very successfully since 2001 and is aligned with NAIDOC Week, celebrated in July each year. Hundreds of entries are received each year from schools within councils LGA, and the success of the program is due to the support of councils and partner organisations.

**Strategic**

Strategic Plan – People and Culture

- A harmonious community based on respect and responsibility, where everyone is valued
- Recognition of Aboriginal & Torres Strait Islander heritage
- Cultural and community activity encouraging harmony and reconciliation

**Environmental**

The initiatives will enable participants to explore concepts linking environmental; and social/ cultural issues and foster harmony in the community.

**Social**

The initiatives enable a diverse range of children to benefit from discussion and curriculum topics focused around the development of NAIDOC Week and the broader history of Indigenous culture.

**Recreation**

Each year at some of the winning schools Koori Kids host some 'Healthy Lifestyle Clinics' with visiting celebrity sports persons the aim of these clinics is to encourage an active lifestyle; including nutrition, sportsmanship and skill development. All Students participating are provided a T-Shirt, Water Bottle and Ball.

**Council Acknowledgement**

Council is acknowledged through logo inclusion as an associate partner on information packs sent to schools throughout councils LGA. If there is a winner from a school within council LGA, an invitation for the Mayor and or a representative is invited to attend the school, along with Executive Director, NAIDOC Week Initiatives, Director, Social Wellbeing and other dignitaries to make special presentation of the NAIDOC Medal of Excellence and the student's prize. (30+ NAIDOC Medals of Excellence are issued across the state). Media release for the winning school is prepared in consultation with council's media officer. Council is also forwarded a final report.

**Conclusion**

The NAIDOC Week School Initiatives are the only activity throughout NAIDOC Week that provides students with an educational component to NAIDOC Week and Indigenous culture and heritage. Our research and statistics confirm that schools within councils LGA are participating in the initiatives in increased volumes at both state and catholic-independent schools.



**CONDOBOLIN CLAY TARGET CLUB INC.**

ABN. 36 959 527 116

c/- P O Box 98  
Condobolin NSW 2877

Phone 0429952380  
Fax 02 68952424  
Email innesgrovec2@bigpond.com

23 January 2020

General Manager  
Lachlan Shire Council  
P O Box 216  
CONDOBOLIN NSW 2877



Dear Sir

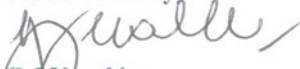
Please find enclosed our application for funding in the amount of \$2500 for our forthcoming Condo Classic Championship Shoot. This annual event is scheduled for 1 March 2020.

In past years the Council has been supportive of this event giving \$1000 on each occasion. This year we are seeking a little more because we are finding that local business house sponsorship is quite difficult to secure as the ongoing drought and downturn in the local economy continues. The attached project budget does indicate a figure but this is purely a best estimate and most likely will not be achieved.

So, we ask that if you are in a position to fund the full extent of our funding application we would be most grateful.

Please contact the undersigned should you need further clarification on any matter.

Yours Sincerely,

  
 G J Venables  
 Treasurer





**LACHLAN SHIRE COUNCIL**

**Donations Policy – Requests over \$1,000**

**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's Executive Assistant on (02) 6895 1969.

<b>PART A - Applicant Details</b>	
Name of group/organisation: <i>Condobolin Clay Target Club Inc.</i>	
Postal Address: <i>P.O. Box 98 Condobolin NSW 2877</i>	
Contact Person: <i>GARRY VENGABLES</i>	Position in group/organisation: <i>SECRETARY/TREASURER</i>
Telephone: <i>-</i>	Mobile: <i>0429952380</i>
Fax: <i>-</i>	Email: <i>innesgrovegc2@bigpond.com.</i>
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
ABN: <i>36959527116</i>	
Does your organisation have Public Liability Insurance?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, please attach a valid Certificate of Currency.	

<b>PART B – Project Details</b> (please attach extra pages if insufficient space is provided)	
Project Title: <i>Sponsorship Condo. Classic Championship Shoot</i>	
Project Location: <i>SRA GROUNDS, DIGGER'S AVE. CONDOLIN</i>	
Proposed Start Date: <i>1.3.20</i>	Proposed End Date: <i>1.3.20</i>

Summary of Project.

*See attached*

Briefly summarise what your organisation does ie. Its mission.

*See attached.*



**PART D – Project Budget**

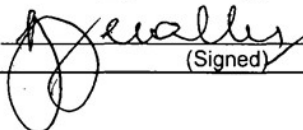
Please provide a detailed budget for your project. It is important that you clearly identify expenses by type and that every effort is made to reasonably estimate the level of income expected from sources such as entrance fees and sponsorship.

Is project budget attached before?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Project Budget Summary:</b>		<b>Amount</b>	
Cash contributed by your organisation:		\$	
Cash from other sources:		\$	
In kind contribution, approximate value eg. Volunteer		\$	
Amount requested from Lachlan Shire Council		\$	
<b>Total Cost of Project:</b>		\$	

See attached

**Authorisation:**

I, Garry Venables (print name) certify that this application for funding was approved by the management committee of this organisation on 12.1.20 (insert Date).

 (Signed)	<u>23.1.20</u> (Date)
---	--------------------------

**Summary of Project**

The Condo.Classic Championship Shoot (CCCS) is an annual event. It is the major event on the shooting calendar of the Condobolin Clay Target Club Inc.

It is important to our Club as it gives us the opportunity to showcase our facilities and promote the sport of clay target shooting. In order to increase the level of participation, particularly for visiting/away shooters, we need to increase the prize pool on offer.

The focus of the event/project is therefore to attract a greater number of competitors to our town. The spin off effect will spread across all sections of our community and undoubtedly lift the profile of our Club.

**Briefly summarise what your organization does ie. Its mission**

Condobolin Clay Target Club is a non-profit sporting body. It has had a presence in Condobolin for over 65 years. It provides facilities that locals and visitors can enjoy. It gives competitors from junior through to veteran status an opportunity to participate in a sport that is safe, regulated and family orientated. Any profits that are generated are put towards improvements in facilities. Members have a desire to continue with an upgrade program but it is mainly contingent upon increasing participation levels which ultimately gives us more funds to channel back into that program.

**How will this project benefit the local community?**

If we are able to attract greater levels of participation, particularly from outside our Shire then our Shire can only stand to benefit. Visitors bring dollars with them, therefore local business houses will receive a spin off benefit. When visitors travel they need fuel, food and accommodation.

Visitors will see that the Condobolin Club is a progressive Club which is supported by its local Council. They will take away good memories and spread the word thereby bringing more participants to future events. First time visitors to our Shire will undoubtedly go away impressed, vowing to return. This statement is one that we can make in confidence as we don't doubt our ability to conduct a successful event. We have done this in the past and with Council's support we can make it bigger and better in the future.

In summary our Club and its members, the Shire and the local economy all stand to benefit from showcasing a progressive Club and Shire with well maintained equipment, facilities and grounds.

**How will the success of the project be evaluated by the organization?**

- An increase in the number of competitors as compared to previous years /events
- The level of profit generated
- The ability of existing infrastructure to cope with the demanding schedule of the day
- Feedback from competitors
- The level of support given by sponsors
- The assistance given by Club members in order that the event runs smoothly on the day

**Project Budget**

<b>INCOME</b>		<b>EXPEDITURE</b>	
<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
Nominations	3000.00	Food Purchases & Catering	650.00
Other Sponsorships	3150.00	Advertising	600.00
Food Sales	250.00	Prizes –Cash	5150.00*
In kind contribution	800.00	Prizes – Cartridges & Sashes	2600.00
		Clay Targets	700.00
<b>TOTAL</b>	<b>7200.00</b>		<b>9700.00</b>

\* Includes \$2500.00 that this application is seeking



**ATC Insurance Solutions Pty. Ltd.**  
 Address: Level 11, 17 Castlereagh Street, Sydney NSW 2000

p: 02 9928 7102 f: 03 9867 5540 e: [info@atcis.com.au](mailto:info@atcis.com.au)  
 w: [www.atcis.com.au](http://www.atcis.com.au)  
 ABN: 25 121 360 978 AFS Licence No. 305802

**Certificate of Currency**

This document certifies that the policy referred to below is currently intended to remaining force until 4:00pm on the expiry date shown and will remain in force until that date, unless the policy is cancelled, lapsed, varied, or otherwise altered in accordance with the relevant policy conditions or the provisions of the 'Insurance Contracts Act 1984'.

**Insurer:** Certain Underwriters at Lloyd's of London (B087519Y135052)

**Product Issuer:** This policy is issued by ATC Insurance Solutions Pty. Ltd. (ACN 121 360 978, AFS Licence No. 305802) acting on behalf of Certain Underwriters at Lloyd's of London.

**Insured:** Australian Clay Target Association Inc, Western Australian Clay Target Association Inc, South Australian Clay Target Association Inc, Tasmanian Clay Target Association Inc, New South Wales Clay Target Association Inc, Victorian Clay Target Association Inc, Northern Territory Clay Target Association Inc, Branches, their Executive Members, Members, Voluntary Workers, Range Staff, Coaches and Authorised Visitors/Member for the Day and all parties for whom the Insured undertakes to insure for their respective rights, interests and liabilities.

**Policy No.** ATCSL-36504

**Class of Insurance:** Combined Liability Insurance

**Policy Wording:** Combined Liability Insurance (including Management Liability) Policy Wording WRD105

**Period of Insurance:** 31 Dec 2019 to 31 Dec 2020 at 4:00pm

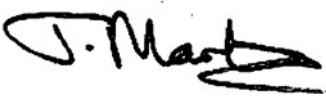
**Business Activities:** Principally Administration of and conducting of Firearm Sports Events including Club Function Centre, Property Owner's Liability and any other activity incidental thereto.

**Address/Situation:** 308 Copland Street  
 WAGGA WAGGA NSW 2650

**Limit of Liability:**

Professional Indemnity	\$5,000,000	each and every occurrence and in the aggregate
Public Liability	\$20,000,000	each and every occurrence
Products Liability	\$20,000,000	each and every occurrence and in the aggregate
Management Liability	\$10,000,000	each and every occurrence and in the aggregate

**Policy Territory:** Worldwide

**Signature:** 

\_\_\_\_\_  
 Tim Martin

**Date:** 16 January 2020

**IMPORTANT:** In arranging this certificate, we are acting under an authority given to us by the insurer named above to issue certificates on their behalf. It does not reflect in detail the policy terms or conditions and merely provides a very brief summary of the insurance that is, to the best of our know knowledge, in existence at the date we have issued this certificate. If you wish to obtain details of the policy terms, conditions, restrictions, exclusions or warranties, you must refer to the policy contract.

**DISCLAIMER:** In arranging this certificate, we do not guarantee that the insurance outlined will continue to remain in force for the period referred to as the policy may be cancelled or altered by either party to the contract at any time in accordance with the terms and conditions of the policy or in accordance with the terms of the

P: (03) 9258 1777 f: (03) 9867 5540 e: [info@atcis.com.au](mailto:info@atcis.com.au) w: [www.atcis.com.au](http://www.atcis.com.au)

## Lake Cargelligo Arts & Crafts Society Inc.

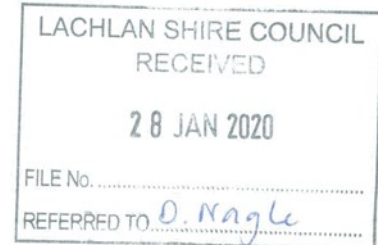
P.O.Box 9, Email: lakecargelligo.artsandcrafts@gmail.com  
LAKE CARGELLIGO NSW 2672

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



15<sup>th</sup> January 2020

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 42<sup>nd</sup> "Blue Waters" Arts & Crafts Exhibition.

The "Blue Waters" Arts and Crafts Exhibition is a great local event which has been running for many years, we are now planning our next Exhibition which will be held on the weekend of 16<sup>th</sup> – 18<sup>th</sup> October 2020.

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.



**Contact Us**

P: 02 6850 1770

42 Bathurst Street  
 Condobolin NSW 2877  
 enquiries@ccwf.org.au  
 www.ccwf.org.au

5th February 2019

**Dominique Nagle**  
**Lachlan Shire Council**

The Condobolin men’s shed are a nonprofit organisation, and every Monday and Wednesday our men’s groups gather at the space available. As a men and family worker with CatholicCare and engaging with the men. They have provided feedback that they would like to build a vegie garden down at the space available, in the yard. The men shed on a good day could have about 15 men that turn up. This would allow them something sustainable to look after and take pride in. This could lead to setting up a stall to sell the vegies, to put back into the shed. Some of our men struggle to buy food, so what better way would it be, to be able to grow our own food.

We are seeking the Lachlan shire donate soil to the men’s shed so that we can start our garden up. The cost of the soil and after talking with Lachlan ready mix, \$42 for sand and \$57 for the good soil. We need about 3 ton of it. Total cost is around \$300. Lachlan ready mix can deliver for free.

Please consider our application as we are excited about starting the next phase of the men’s space and yarning circle, to empower our men and give them something to be proud of.

If you require any further information, please do not hesitate to contact me on 68501771.

Thank You

*Otis Williams*

Yours sincerely

**Otis Williams**  
 Team Leader – Aboriginal Men & Family Workers

42 Bathurst Street  
 Condobolin NSW 2877  
 p. 02 68501771 m.0437383352  
 owilliams@ccwf.org.au



Proudly part of the Catholic Social Services network  
 and the Diocese of Wilcannia-Forbes

ABN 46 625 457 758  
 ACN 625 457 758

*Empowering individuals, families and communities in Western NSW*





Country Women's Association of NSW

ABN 82 318 909 926

Incorporated in 1931 by an Act of NSW Parliament

All Communication to be addressed to the Secretary of **OXLEY** Group

6<sup>th</sup> February 2020

The General Manager  
Lachlan Shire Council  
P O Box 216  
Condobolin. NSW 2877

LACHLAN SHIRE COUNCIL RECEIVED  12 FEB 2020  FILE No. .... REFERRED TO <i>D. Nagle</i> .....
--

Dear Sir

Re: 2020 Oxley Group CWA Junior Public Speaking Competition.

We are seeking funding of \$300.00 to assist with associated costs of running our 2020 competition which will be held in Forbes on Tuesday 26<sup>th</sup> May 2020. In past years, Council has been extremely generous with its financial support.

Our Group covers a wide area from Condobolin, Forbes, Parkes, Peak Hill to Myamley. All schools within this area are invited to participate. Invitations are also extended to Lake Cargelligo and Ungarie schools.

The competition is for students from Years 3 – 10. There are 2 Primary sections and 2 Secondary sections. We usually get 80 - 100 students participating on the day with an equal amount of teachers, parents, grandparents, caregivers and interested public.

The winners are invited to participate in the Inter Group Competition which will be held in Trundle in June. Our Group contributes to the expenses of the Inter Group Competition.

We enclose a draft budget for your perusal in support of our request and any help would be publicly acknowledged.

If you have any questions, please don't hesitate to contact me.

Yours sincerely

*Ros Edwards*

Mrs Ros Edwards.  
Convenor and Oxley Group Treasurer.  
P O Box 10  
Bogan Gate. NSW 2876  
Phone: (02) 6864 – 1023  
Email: [steve.edwards2876@gmail.com](mailto:steve.edwards2876@gmail.com)

[www.cwaofnsw.org.au](http://www.cwaofnsw.org.au)

2020 DRAFT BUDGET FOR OXLEY GROUP CWA JUNIOR PUBLIC SPEAKING.

Venue Hire – 2 large rooms and kitchen facilities	200.00
Stationery – paper, envelopes, toner cartridges, photocopying, postage, phone calls, etc	380.00
Participation certificates	150.00
Winning Certificates – 1 <sup>st</sup> x 4	
Highly Commended x 12	60.00
Prize money	200.00
Judges Travel x 6	200.00
Judges gifts x 6	120.00
Judges lunches x 6	90.00
Group donation to Inter Group competition (if requested)	200.00
TOTAL	\$1600.00

IN KIND – No Cost.

- Event promotion – Each branch to promote competition through their Publicity Officer, members, school newsletters and local papers
- Lunch – Host branch to provide lunch at a small cost to Committee members
- Chairperson x 2 (4 hours each)
- Timekeepers x 2 (4 hours each)
- Registrars x 2 (2 hours each)
- Judges x 6 (4 hours each)
- Convenor (15 – 20 hours)
- Travel by Committee members to meetings (3)
- Morning tea provided to participants and spectators by host branch members (kitchen)

2019/20 DONATIONS BUDGET  
AS AT 13/02/2020

Organisation/individual	Annual Budget for Special Events - In kind	Annual Budget for Community Events - specified donations & contributions	Amount paid for Community Events - specified donations & contributions	General donations - elected members	Rates/water - elected members	Community Events - general	Special Events-in kind support only	Donation Purpose
Master sub			3820 various	3020 0465	3020 0406	3820 0460	3250 609	
Annual Budget				\$ 26,110	\$ 6,560	\$ 26,000	\$ 64,920	
Condoobin Sports Club				\$200				Annual Bowls Competition
Catholic Care: Wilkennie-Forbes				\$50				GRA Hall hire fee waiver movie night-7 July 2019 (NAIDOC week). Not for profit rate
Hope Church Condoobin				\$380				Hall hire fee waiver for 4 movie nights - Not for profit rate - 3 August to 31 December 2019
Yuarana Aboriginal Corporation					\$408			Rates 3/ or annual charges-August 2019 meeting
Country Womens Association - Tullibegal					\$629			Rates 3/ or annual charges-August 2019 meeting
Uniting Church Tullibegal					\$385			Rates 3/ or annual charges-August 2019 meeting
Anglican Church of Australia - Albert					\$128			Rates 3/ or annual charges-August 2019 meeting
Anglican Church of Australia - Tullibegal					\$385			Rates 3/ or annual charges-August 2019 meeting
Roman Catholic Church - Burcher					\$128			Rates 3/ or annual charges-August 2019 meeting
Roman Catholic Church- Tullibegal					\$385			Rates 3/ or annual charges-August 2019 meeting
Roman Catholic Church Trustees -Tottenham					\$1,091			Rates 3/ or annual charges-August 2019 meeting
Tottenham Blue Light					\$2,089			Under investigation-may have to be reversed
Tottenham CWA					\$960			Rates 3/ or annual charges-September 2019 meeting
Rider's Club Condoobin				\$500	\$7,318			Rates 3/ or annual charges-Christmas carnival
Lake Cargelligo Fisheries				\$1,000				2019 event 18-20 October
West Hillby Rodeo & Gymkhana				\$1,000				Event-19/10/19
Tottenham Bowling Club				\$1,000				Event-October 2019 long weekend
Lake Cargelligo Rotary				\$1,000		\$5,000		2019 Christmas carnival
Wyalurg Condoobin Corporation				\$1,000				Skyfest
Central West Farming				\$500				Partial contribution towards signs
Condoobin Sports Club				\$1,000				November/feet sponsorship
Condoobin Sports Promotion - Condo 195								Czech sponsorship
Tottenham Swimming Club				\$500				Swimming carnival
Norrie Track				\$900				Trike & Reli museum
St Hosie's				\$500				sport representative support
Tullibegal Pool Committee /Progress association				\$500			\$1,011	Christmas event & carols in the park
Condoobin RSL Pipe Band				\$5,000				2020 Tattoo
Condoobin Chamber of Commerce				\$500				Shop Condo at Christmas
Donations - NAIDOC week		\$1,410	\$850					
Illium Bridge Programs & Events		\$20,440						
Western Plains Regional Development		\$50,220	\$5,100					
Lower Lachlan Community Services		\$52,220						
Tottenham Welfare Council		\$4,000						
Tullibegal Progress Association		\$4,000						
Lake Cargelligo Community Gym		\$7,500	\$6,538					
Tullibegal Pool operations		\$70,990	\$26,210					
Tullibegal School				\$100				Academic & sporting awards event
Tottenham School				\$100				End of year ceremony
Lake Cargelligo Christmas tree				\$100			\$2,242	Christmas event
Tottenham Christmas Tree committee				\$500			\$568	Christmas event
Condoobin High School				\$100				End of year ceremony
Our Lady of Lourdes Catholic Church Lake Cargelligo				\$365				Rates concession assessment 1017439
Special Event - Condoobin Races	\$9,820							\$4,058
Special Event - Pony Club Condoobin	\$640							\$371
Special Event - Break Screen Van Movement	\$460							\$948
Special Event - Yellow Mountain Cross Country	\$1,050							\$2,224
Special Event - RSL Pipeband Tattoo	\$220							\$0
Special Event - Mtily Sports	\$2,970							\$3,490
Special Event - Condo 195	\$4,770							
Special Event - ANZAC day	\$4,220							
Special Event - Condoobin B&S	\$3,160							
Special Event - Condoobin Show	\$15,990							\$17,188
Special Event - Tottenham Races	\$7,800							\$215
Special Event - Tullibegal Races	\$2,660							
Special Event - Tullibegal Gymkhana	\$890							\$170
Special Event - Tottenham Gymkhana	\$3,460							\$1,236
Special Event - Lake Cargelligo Show	\$1,670							\$9,810
Special Event - Poppers in The Pines - Burcher & Condo								
Tractor Pull	\$0							\$1,083
Special Event - NAIDOC Week	\$2,090							\$3,872
Special Event - Lachlan Christmas Fleets	\$3,490							\$351
Special Event - Condo Cookout								\$678
Special Event - Condo Christmas tree								\$4,558
Special Event - White Ribbon march								\$920
<b>TOTAL</b>	<b>\$64,920</b>	<b>\$212,780</b>	<b>\$158,918</b>	<b>\$16,865</b>	<b>\$8,010</b>	<b>\$6,000</b>	<b>\$64,986</b>	
<b>Total paid</b>				<b>\$ 16,865</b>	<b>\$ 8,010</b>	<b>\$ 6,000</b>	<b>\$ 64,986</b>	
<b>Annual Budget - General (OL3020 406)</b>				<b>\$ 26,110</b>				
<b>Annual Budget - Rates/water (OL3020 406)</b>					<b>\$ 6,560</b>			
<b>Annual Budget - special events (OL3230 609)</b>							<b>\$ 64,920</b>	
<b>Annual Budget - Community Events (OL3820 460)</b>						<b>\$ 26,000</b>		
<b>Balance Remaining</b>				<b>\$ 9,244</b>	<b>\$ 1,662</b>	<b>\$ 20,000</b>	<b>\$ 9,934</b>	

### 8.3 LACHLAN SHIRE COUNCIL ABORIGINAL ADVISORY COMMITTEE

**TRIM Number:** R20/9

**Author:** Administration Officer - Corporate & Community Services

#### **PURPOSE**

To seek guidance from Council around the future direction of the Lachlan Shire Council Aboriginal Advisory Committee.

#### **SUPPORTING INFORMATION**

17.6% of the Lachlan Shire population is made up of Aboriginal and/or Torres Strait Islander people (Australian Bureau of Statistics, 2016)

#### **BACKGROUND**

Records show that the Lachlan Shire Council Aboriginal Advisory Committee was formed in 2005 and suspended in August 2007 due to a lack of attendance. Council re-established this committee and called for new members in August 2014 with the first meeting being held in November 2014.

Committee meetings have been running semi regularly throughout this time from 1 – 6 times per year.

According to the Aboriginal Advisory Committee Terms of Reference (2014) meetings are to be held a minimum of four times per year with members being expected to attend at least 75 per cent of the minimum number of proposed meetings.

The committee consists of 13 members:

- 9 community representatives who identify as Aboriginal and have links to Lachlan Shire;
- 2 Lachlan Shire councillors nominated annually by council;
- The Lachlan Shire Council General Manager; and
- Lachlan Shire Council Director Corporate & Community Services

The chair and deputy chair are appointed for a term of two years with the tenure of members also being two years. Council is required to undertake a formal review of the committee every two years.

The current members of the group all gained membership between August 2017 and February 2018 therefore their 2 year tenure is complete.

#### **ISSUES AND COMMENTS**

Records show the committee met three times in 2018. In the second half of 2019 two meetings were scheduled but later cancelled due to lack of availability of members to attend.

In August 2019 a letter was sent to each member of the committee notifying of an upcoming meeting to determine the future of the Aboriginal Advisory Committee. Members were encouraged to contact council with preference for locations and dates. No feedback was received, following this a phone call was then made to each member to determine preferences. Two members offered feedback around this noting the travel required if members are based in Lake Cargelligo.

An agenda was drafted and meeting proposed for November 2019 to determine the future of committee and to discuss meeting dates and locations. We could not get approval of the draft agenda from the council representative therefore it was not sent to committee members.

Murrin Bridge community was officially included in the Lachlan Shire Council as of 6 September 2019. Due to this, it may be prudent for council to consider calling for fresh nominations for the committee and to workshop the Terms of Reference. It would give community members from Murrin Bridge area the opportunity to be included if they wished.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Secretarial support and catering. Potentially we will need to allow for council vehicle fuel if we were to rotate meeting locations throughout the shire.

**LEGAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Cultural inclusivity, reputational risk, political risk.

**STAKEHOLDER CONSULTATION**

There have been numerous attempts to consult committee stakeholders via telephone, email and written correspondence. Every attempt has met with limited or no success.

Council was consulted at its strategic briefing on 12 February 2020.

**OPTIONS**

Councillor discussion at the strategic briefing on 12 February 2020 resulted in a number of different perspectives but the general theme was the committee should be dissolved.

**CONCLUSION**

As per the Terms of Reference, Council dissolve the current committee as it has not been effective in achieving its strategic aims. Council officers to advise current members. Officers to discuss options for engaging with the various Aboriginal communities, with the new council after the September 2020 election. It is not recommended that a 355 committee be formed as it creates additional compliance requirements and the Aboriginal Advisory Committee does not have a separate bank account nor does it complete financial statements.

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

Outcome 1.1: Connecting with our Aboriginal Communities

**ATTACHMENTS****1. Lachlan Shire Council Aboriginal Advisory Committee Terms of Reference****RECOMMENDATION**

That

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

As adopted by Council at the Ordinary Council meeting, 12 December 2014



## LACHLAN SHIRE COUNCIL ABORIGINAL ADVISORY COMMITTEE DRAFT TERMS OF REFERENCE

### **Purpose**

The role of the Lachlan Shire Council Aboriginal Advisory Committee is to:

- provide advice, direction and recommendations to Council on projects, programs, policy and initiatives relevant to Aboriginal people;
- provide advice on how Council's services are developed and delivered so they are culturally inclusive, sensitive, appropriate and accessible to Aboriginal people; and
- provide Council's Community Engagement Network: *Council Connect @ Lachlan* with links and greater access to the broader Aboriginal community in the Lachlan Shire Local Government Area (LGA).

### **Scope**

The Committee will provide feedback and recommendations to Council on matters pertaining to Aboriginal people in the Lachlan Shire LGA.

### **Values Framework**

The Lachlan Shire Council Aboriginal Advisory Committee will work within a framework incorporating the following values and principles:

- Fairness;
- Respect;
- Trust;

Lachlan Shire Council Aboriginal Advisory Council Terms of Reference

As adopted by Council at the Ordinary Council meeting, 12 December 2014



- Transparency;
- Honesty;
- Accountability;
- Equality; and
- Access and Equity.

### **Membership**

Membership of the Committee is voluntary comprising of:

- Nine community representatives who identify as Aboriginal;
- Two Lachlan Shire Councillors as nominated annually by Council;
- General Manager, Lachlan Shire Council; and
- Director Community Services and Governance, Lachlan Shire Council.

### **Eligibility Criteria**

To be eligible for nomination for community representative membership of the Committee applicants must:

- identify as Aboriginal; and
- live, work, study or have cultural links to the Lachlan Shire Council area.

It is important that the Committee's Community Representatives represent the diversity of the Aboriginal community including age, gender, areas of interest and community connections.

### **Process of Appointment**

Calls for Expressions of Interest will be advertised throughout the Lachlan Shire Council LGA with applications available from Council's website and Administration Offices in Condobolin and Lake Cargelligo.

Lachlan Shire Council Aboriginal Advisory Council Terms of Reference

As adopted by Council at the Ordinary Council meeting, 12 December 2014



Applicants will need to address the criteria in the Expression of Interest form. Council will select applicants based on their eligibility, local knowledge, community links and capacity to fulfil their role.

Council will undertake a formal assessment process for the Expressions of Interest received for membership to the Committee. The desired outcome of the community representatives selected will be that the diversity within the Aboriginal community is represented. This includes age, gender, areas of interest, capacity to provide meaningful connections with the broader Aboriginal community in the Lachlan Shire and a commitment to work within the committee values and principles.

#### **Appointment of Chair and Deputy Chair**

The Committee will be Chaired by one of the Aboriginal Community representatives. This Chairperson and a Deputy Chairperson will be elected by the Committee's Community Members at the Committee's Inaugural Meeting.

The Chair and Deputy Chair will be appointed for a term of two years.

#### **Membership Tenure**

Membership will be for a period of two years.

#### **Vacant Positions**

If positions on the Committee become vacant by either resignation or termination, Council will either appoint from previous applications received or call for new rounds of Expressions of Interest.

Lachlan Shire Council Aboriginal Advisory Council Terms of Reference



As adopted by Council at the Ordinary Council meeting, 12 December 2014



### **Member Responsibilities**

Members are expected to attend at least 75 per cent of the minimum number of proposed meetings.

### **Other attendees**

Officers of Lachlan Shire Council and representatives from other organisations may attend Committee meetings as observers for the purpose of providing information or by invitation by the Committee in relation to agenda items.

### **Frequency of Meetings**

Meetings of the Aboriginal Advisory Committee will be conducted a minimum of four times per year. It is proposed that meetings will be held at the Wiradjuri Cultural and Study Centre, Condobolin.

A database of Committee member's email will be collated into a group listing to allow informal electronic meetings to take place between formal scheduled Committee meetings. During informal electronic meetings, members of the Committee should 'Reply All' when taking part in email conversation.

### **Support**

The Committee will be resourced by Council's Community Services and Governance Stream. Resourcing will include all secretariat responsibilities, venue provision and catering.

### **Responsible Officer**

The Director Community Services and Governance will be responsible for the operational functions of the Committee.

Lachlan Shire Council Aboriginal Advisory Council Terms of Reference

As adopted by Council at the Ordinary Council meeting, 12 December 2014



### **Communication**

To ensure consistency of information and clear and accurate messages on the operations of the Committee are delivered to the broader community, the Chair of the Committee is authorised to speak on Committee matters to the media, in consultation with the General Manager, Lachlan Shire Council.

Media releases on the committee, its functions, outcomes and achievements will be managed by Council, in consultation with the Chair and / or the Committee where appropriate. Quotes from the Chair will be sought and included in media releases and other publications where relevant.

To ensure consistency of information and clear and accurate messaging, other Committee Members are not authorised to speak on behalf of the Committee unless authorised by the Committee Chair with notification to the General Manager, Lachlan Shire Council prior to this occurring.

Members are reminded that Social Media also constitutes a legitimate form of media and therefore, these guidelines also apply to social media.

### **Review**

In collaboration with the Committee, Council will undertake a formal review of the Committee every two years. This review will take place just prior to the final quarter of the Committee's two year term.

### **Cultural Competency**

Lachlan Shire Council acknowledges matters of cultural sensitivity. In aiming to provide support to the Committee that is in keeping with Council's

Lachlan Shire Council Aboriginal Advisory Council Terms of Reference

As adopted by Council at the Ordinary Council meeting, 12 December 2014



commitment to maintaining high levels of cultural competency, Council welcomes the advice and direction of the Committee in relation to the discussion, recording and publication of matters discussed at the Advisory Committee that could compromise Aboriginal Cultural Safety.

Lachlan Shire Council Aboriginal Advisory Council Terms of Reference

## 8.4 REVIEW OF COUNCIL'S INFORMATION SERVICES POLICIES

**TRIM Number:** R20/12

**Author:** Information Services Manager

### PURPOSE

The purpose of this report is three fold, in that Council is being asked to:

1. formally adopt six recently reviewed existing policies;
2. formally adopt one newly created policy; and
3. extinguish five policies that are now obsolete and have been incorporated into other policies.

### SUPPORTING INFORMATION

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

### BACKGROUND

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

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

### ISSUES AND COMMENTS

2. The management letter provided to Council at the conclusion of its 2019 external audit raised a number of issues. This letter has been provided to council in the February 2020 agenda. In terms of information technology the following concerns were identified:

3.

- Information technology – Policy Review
  4. A number of years had passed since the last review of Council's IT Policies.
  - 5.
- No formal Information Technology Security Policy
  - 6.
- Information Security – Unsuccessful login attempts  
Council's current 'unsuccessful login attempts' is not in line with the best practice guidelines.

7.

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

9.

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

The newly created policy, Information Security (IS) Policy, is a result of a moderate risk item noted in the external audit 2019 management letter.

10.

11. The seven specific policies recommended for adoption at this time are:

- *Data Storage Policy* – reflects Council expectations on how Lachlan Shire Council data is properly managed and stored
- *Desktop PC, Notebook Replacement Policy* – sets out Council policy for replacement of desktop and notebooks
- *Internet Usage Policy* – which sets out the responsibilities of Councillors and employees when using Council resources to access the Internet.
- *IT Security Policy* – reflects Council's expectation on security and access to Council's IT Infrastructure.
- *Network Password Policy* – which sets out the responsibilities of Council employees to set strong unique passwords to minimise potential for unauthorised access to LSC's IT Infrastructure.
- *Remote Access Policy* – which sets out responsibilities of users accessing Councils IT environment remotely.
- *Reporting Lost or stolen IT Assets* – which sets out responsibilities of workers to safeguard assets provided by Council

These policies relate to operational issues and do not require community consultation. Once formally adopted by Council these will be distributed to staff.

Council are also requested to resolve to extinguish the following policies as they are now obsolete or have been incorporated into the updated policies.

- Ipad Policy – incorporated into the draft Mobile Device Management Policy which will come to council in the next few months. It is currently going through internal consultation.
- Virus Protection Policy - incorporated into the Information Services (IS) Security Policy
- Server Room Access Policy - incorporated into the IS Security Policy
- Wireless Networking Policy - incorporated into the IS Security Policy
- Purchase and use of computing and communications equipment Policy – replaced by a form which requires appropriate authorisation and is dependent on sufficient budget allocation.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

There are no additional financial implications beyond the operational budget.

## **LEGAL IMPLICATIONS**

None identified

## **RISK IMPLICATIONS**

12. Adoption of these policies will assist Council in mitigating the risks associated with:

- security of Council information and infrastructure
- costs to provide service
- legal liability and
- damage to Council reputation.

## **CONCLUSION**

The policies attached to this report represent the majority of IT related policies which are due to be updated. There will be further policy updates over the next few months.

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

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

**ATTACHMENTS**

1. **Data Storage Policy - January 2020**
2. **Desktop PC Notebook Replacement Policy - January 2020**
3. **Internet Usage Policy - January 2020**
4. **IT Security Policy - January 2020**
5. **Network Password Policy - January 2020**
6. **Remote Access Policy - January 2020**
7. **Reporting Stolen IT Assets - January 2020**

**RECOMMENDATION**

That:

1. The Director of Corporate and Community Services Report No R20/12 be received and noted.
2. Council adopt the following operational policies:
  1.
    - Data Storage Policy
    - Desktop PC, Notebook and Mobile Device Replacement Policy
    - Internet Usage Policy
    - Information Services Security Policy
    - Network Passwords Policy
    - Remote Access Policy
    - Reporting Lost or stolen IT Assets
  - 2.
3. Resolve to extinguish the following policies as they are now obsolete or have been incorporated into the updated policies:
  3.
    - Ipad Policy
    - Virus Protection Policy
    - Server Room Access Policy
    - Wireless Networking Policy
    - Purchase and use of computing and communications equipment Policy.
- 4.



## Policies, Procedures and Guidelines

<b>DATA STORAGE POLICY</b>	<b>CSG010</b>
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**OBJECTIVES**

The objectives of this policy are to ensure all electronically stored Lachlan Shire Council (LSC) data:

- is properly protected
- is stored in a way that uses resources efficiently
- maintains its confidentiality, integrity and availability
- allows for capacity planning and disaster recovery
- removable media and portable storage devices and
- minimises the risk of service disruption as a result of over-utilisation of available storage capacity.

**SCOPE**

This policy applies to all users who access, store, transmit data or utilise LSC’s IT environment or resources.

**DEFINITIONS**

*‘Mobility device’* – a portable communications device with embedded information processing (i.e. computing) and communications capabilities. Examples include: laptops, smart phones, mobile phones and PDAs. Almost all mobility devices are a form of portable storage that contains additional networking and/or communications capabilities, adding an extra dimension of risk that need to be considered.

*‘Portable storage device’* - is defined as a small, lightweight, portable easy to use device, capable of storing and transferring large volumes of data. Common PSDs include portable external hard drives, optical media (CDs/DVDs, Blu-ray), USB drives, laptops/notebooks/tablets, personal digital assistants and devices with in-built accessible storage (such as MP3 players, iPods and mobile phones).

*‘Removable media’* – a term used to encompass tapes, disks, USB drives, optical media and printed media.

**RESPONSIBILITIES**

All data created and stored remains the property of LSC. Users must always create, modify, handle or delete data appropriately and ensure confidentiality and records management requirements are met.

To ensure that data storage is properly managed, all users are responsible for ensuring:

- original data is stored on LSC owned and managed storage infrastructure (network drives)
- data is not stored on local computer’s storage except where workers or contractors utilise mobile computing devices or remote desktop resources (e.g. notebook computers)

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**DATA STORAGE POLICY** **CSG010**

- non-LSC portable storage devices are not used in LSC's IT environment
- data in transit, or at rest, must be handled in accordance with classification and handling according to the Government Disposal Authority [GA 39].
- data stored in shared areas in the LSC IT environment remains the responsibility of the originating worker or department;
- LSC's IT environment and resources are for the storage of business related data;
- Personal Information such as photographs and videos, should not be stored on council's network. This information will be removed by IT on a regular basis.
- business related personal data (i.e. curriculum vitae, job applications) may be stored in a worker's personal directory (H: Drive) allocated on LSC's IT network; and
- approved records management procedures are followed for all data.
- LSC users are required to comply with classifications and controls for handling of data which are prescribed in the Records Management Policy - January 2020. Advice on classification and controls can be provided by the Records Officer or Information Services Manager.

Supervisors and managers are responsible for ensuring that:

- the data of all users leaving the employment of the branch, changing roles or transferring is appropriately managed
- prior to the use of cloud storage such as Dropbox, IT must be consulted to ensure confidentiality, integrity and availability of the information and
- advice is sought from IT where the use of removable media or a portable storage device could give rise to security or confidentiality issues.

**Related Documents**

Records Management Policy - January 2020

Greg Tory  
GENERAL MANAGER

/ /

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**DESKTOP PC AND NOTEBOOK REPLACEMENT POLICY** **CSG004**

**BACKGROUND**

Lachlan Shire Council (LSC) will maintain its fleet of desktop PCs and notebooks at a minimum standard that supports contemporary business requirements and allows forward procurement planning to be undertaken.

**OBJECTIVE**

The objective of this policy is to ensure all LSC Councillors and users understand the process and responsibilities for ensuring desktop PCs and notebook assets are appropriately replaced.

**SCOPE**

This policy applies to all Councillors, users and contractors who use desktop PCs and notebooks supplied by LSC. It does not cover Apple iOS devices, mobile phones or other mobile computing devices.

**RESPONSIBILITIES**

All PCs and notebooks will be replaced after four years, budget permitting, but may be extended at the discretion of the General Manager, the Director of Corporate and Community Services or the Information Services Manager. All desktop PCs and notebooks come with a four year warranty. After expiry, the desktop PC or notebook will be scheduled for replacement unless otherwise relocated for out of warranty service. In rare instances, departments may replace equipment earlier on a case-by-case basis where a business case supports the earlier replacement.

Desktop PCs or notebooks that fail while out of warranty will generally be replaced unless the cost of repair is small compared to the likely salvage value.

The following procedures apply with regard to replacing LSC’s desktop PC and notebook assets:

1. An Asset Register is maintained by Information Services recording the specification of each desktop PC and notebook including the expiry date of the manufacturer’s warranty.
2. Information Services will generate a periodic report identifying the desktop PCs and notebooks that are due for replacement.
3. New desktop PCs and notebooks will be procured in accordance with the LSC’s purchasing policy, subject to budget allocation.

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/ /

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**INTERNET USAGE POLICY** **CSG003**

**BACKGROUND**

The Lachlan Shire Council (LSC) provides its users with access to the Internet to obtain and provide information to assist in the delivery of services to meet Council’s business needs. This policy provides direction regarding the appropriate use of the Internet which is broadly governed by the Code of Conduct. This policy is designed to assist in protecting LSC from legal and reputational risks resulting from illegal, unethical and inappropriate use and from cyber-security threats.

**OBJECTIVES**

The objectives of this policy are to:

- inform all LSC Councillors and users of their responsibilities associated with the use of the Internet
- raise a level of awareness amongst users of the risks inherent when using the Internet and
- ensure that all LSC Councillors and users are aware of the monitoring practices and the consequences of improper use of the Internet.

**SCOPE**

This policy applies to all Councillors and users who use Information Technology (IT) equipment or resources provided by LSC to access the Internet. Access includes, but is not limited to, the use of the Internet for messaging, web browsing, data transfers and similar activities. It also applies to privately owned equipment utilising a LSC IT resource (i.e. network, LSC provided or paid for Internet service including data plans for smart phones and tablets or home computer using LSC’s remote access service).

**RESPONSIBILITIES**

Users accessing the LSC IT environment can use the Internet for genuine business related needs and limited personal use such as personal banking, communicating with friends and colleagues and connecting to a variety of resources for personal information provided such use is kept to a minimum. All users must be aware that Internet services are a LSC provided facility and as such subject to the same standards and ethical behaviour requirements of any other Council facility or resource.

It is inappropriate to use the Internet where it:

- contravenes LSC policy
- involves long term or high volume processing
- prevents other users from carrying out their duties
- violates copyright; licence agreements; or other contracts
- relates to any business or activity for personal commercial purpose or financial gain
- relates to political lobbying
- degrades or disrupts networks, equipment or system performance
- involves transmission of communication that may be construed as bullying, harassment, offensive or is considered to be a violation of legal or generally accepted social standards.
- is likely to bring LSC into disrepute.

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**INTERNET USAGE POLICY**

**CSG003**

**MANAGING INTERNET USAGE**

Controls are in place to facilitate the analysis, management and reporting on Internet usage. These controls provide the opportunity to:

- restrict access to particular Internet sites on a number of levels
- monitor and report on Internet usage by user, location, download, upload, browse time, sites visited and
- allow the cost of Internet usage to be allocated on a usage basis between departments.

The General Manager approves generic access restrictions and security control restrictions relating to high risk sites on advice from the Information Services Manager. These restrictions are subsequently applied across LSC Internet facilities. Users should be aware that all Internet activity is logged and regularly audited. The General Manager or Directors may request an investigation of suspected inappropriate activity by individual users.

Any illegal activity detected will be reported to the relevant authority and breaches of this policy may lead to disciplinary action.

If in doubt, users should discuss their intended use of the Internet with their manager.

**Accessing sites**

There may be occasions where generic restrictions or security controls prevent users from accessing particular sites for legitimate business reasons or where specific restrictions may also hinder access. In these circumstances, users should discuss the matter with their manager and if deemed appropriate, the manager should refer the issue to the Manager IS.

**Restrictions on individual users**



Users may be subject to restricted access or excluded from accessing the Internet for a range of reasons extending beyond work related issues. Where any such restriction is to be applied, it is recommended that the Manager Human Sources is consulted to ensure that all related issues are considered and managed in an appropriate manner.

Where, after such consultation, it is considered appropriate to impose restrictions or extend existing restrictions, the Director should make a request to the Manager Information Services.

If a user is subject to any investigation that could lead to disciplinary action or criminal charges, advice must be sought from the Human Resources team.

**RELATED DOCUMENTS**

Remote Access Policy - January 2020  
Council's Code of Conduct

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**INTERNET USAGE POLICY**

**CSG003**

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## INFORMATION SERVICES SECURITY POLICY

### BACKGROUND

The Information Technology Environment is fast moving, eternally changing and often hostile. Protecting council’s servers, workstations, devices and infrastructure is a critical priority of the Information Services team.

### OBJECTIVE

The objective of this policy is to ensure that everyone accessing Council Information Technology infrastructure, or using provided devices, have an understanding of all necessary requirements around the use, security and access to the infrastructure or device

### SCOPE

This policy applies to all Council staff, councilors and any contractors who may access Council’s Information Technology infrastructure or use provided devices.

### DEFINITION

- IS: Information Services
- Network: A network is comprised of a number of different computer systems (Servers, Workstations, Other Devices) connected by physical and/or wireless connections.

### POLICY

#### Responsibilities

- Staff:
  - All staff are responsible for their personal usernames and passwords and all activities linked to those details.
  - All reasonable steps should be taken to maintain the integrity and security of all Council IT systems, devices and data.
  - Information created or used by staff should be secured in the council’s Records Management System.
  - Any observed or perceived misuse of council’s IS facilities should be reported to IT.
- Human Resources Department
  - **On boarding** – Ensure the correct commencement dates (and either period of employment, or expiration date, in the case of contract or temporary employee) and access information is provided to IT at least 5 days before the commencement of the employee.
  - **Off boarding** – Ensure that the termination date, and any other information, is provided to IT as soon as possible.

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**INFORMATION SERVICES SECURITY POLICY**

- Supervisors, Managers and Directors:
  - To be familiar with all IT related policies and to make sure all staff follow and are educated in them.
  
- IS Staff:
  - To maintain, and secure, all facets of the Council’s IS Infrastructure;
  - To provide technical support to users;
  - To make sure documentation of all IS procedures are up to date;
  - To ensure that all systems documentation and procedures are well documented so that others can act in a backup capacity as required.
  - To ensure that there is a backup strategy and process in place and that the strategy is maintained at all times.

**Acceptable Usage**

- Network Usage: Only staff with the appropriate authority will access the network and then only on pre-approved devices. All care must be taken to make sure no damage occurs to the network, devices or software.
- Electronic Communications: The use of electronic communications (Email, Text, Messaging etc.) should only be used for work related tasks.
- Internet Usage: Council encourages staff to use the internet in order to further the strategic and operational objectives of council, including for research and training.
- Mobile Devices: Devices such as mobile phones, tablets and laptops are used to access Councils network remotely as well as allowing communication and access to software while mobile.

At no point should any user use any of the above to access or distribute inappropriate material such as discriminatory, defamatory or material deemed offensive. Council’s IT staff are responsible for monitoring the network/internet to be able to identify such inappropriate use.

Council maintains software for “Internet Filtering” to attempt to prevent staff from being subjected to inappropriate material. Staff should report any such content to IT so that action can be taken to adjust our filtering rules to ensure the safety and wellbeing of those who use our IS facilities.

**Security**

IS Staff maintain several layers of security to protect the network and connected devices.

- Software Security: Software security specifically relates to access rights and protection of software packages used within Council’s IS infrastructure. All users of the network are allocated with appropriate access rights to access network facilities. Access to such network facilities and software is controlled by the use of an authentication process.
  
- PC Screen Saver Lockout: All Council staff PCs and laptops must be set with an inactivity screensaver which requires a unique password to reactivate the underlying session and

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**INFORMATION SERVICES SECURITY POLICY**

has an idle time of no more than 5 minutes before activation. It should be noted that Council’s remote sites have a 10 minute idle timeout.

- **Authentication Failure Lockout:** Council also enforces Lockout procedure to protect our network from external brute force attacks. This procedure has been designed so that it still gives maximum flexibility to our authorised remote users while thwarting any unauthorised brute force attacks on our network. Details – Lockout after 20 tries, Lockout Duration of 2 minutes, Count reset after 2 minutes. There is permanent lockout. Designed to thwart Brute Force Attacks while not inconveniencing our staff.
- **End-Point Security and Antivirus Software:** All Council PCs and laptops have end-point security software installed which has an automatic pattern update feature enabled. This is to ensure that the software is kept updated for the latest threats. There are also antivirus systems in place checking all incoming emails and internally circulating emails.
- **Authentication:** It is essential that those requiring access to the Council’s IS infrastructure, be issued with a unique username and password used to authenticate and identify each user to the system. This username/password combination is not to be shared, or used by; any other individual. Failure to comply will be treated as a serious breach of system security, and may result in disciplinary action.
- **Authorised Access to Staff Accounts:** In the event that access is required to Council data that is held under the authentication of a previous staff member, or an existing staff member’s User ID and password, and that staff member is unavailable to access the data, a request to have the password reset may be made with the authorisation of the General Manager or delegated officer. This will only be considered when all other avenues to access the data have been exhausted. At the completion of the task accessing the required data, the password MUST be reset again and the staff member notified as soon as is practical.
- **Confidential Data Security:** To ensure the confidentiality and security of *staff personal information* contained on the Council’s IT infrastructure, it is essential that only those authorised to access such data are permitted to do so. Those who are permitted to access such information are granted appropriate access, as required by their job functions, by Information Services or Information Services via Human Resources.
- **Building Security:** Where possible any building containing Council devices and network components should be either be under supervision or locked if unattended. If using access cards, old or lost cards must be deactivated to prevent unauthorised access, e.g. Server room

**Wireless Networks**

Council maintains several types of wireless networks across the shire. These networks are used for

- Staff Access
- CCTV Systems
- Telemetry

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**INFORMATION SERVICES SECURITY POLICY**

Access to these networks is granted and authorised by the General Manager, Directors or the IT Staff and actioned by the IT Staff.

**RELATED DOCUMENTS**

On Boarding Off Boarding Procedures

Internet Usage Policy - January 2020

Network Password Policy - January 2020

Records Management Policy - January 2020

Mobile Devices Policy - January 2020

Reporting Stolen IT Assets - January 2020

Greg Tory

GENERAL MANAGER

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## Policies, Procedures and Guidelines

<b>NETWORK PASSWORD POLICY</b>	<b>CSG015</b>
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**BACKGROUND**

Lachlan Shire Council (LSC) relies on the use of rigorous password controls as an important security measure to protect the IT environment.

LSC endeavours to ensure that industry best practice password standards are adopted across all IT systems by the enforcement of regularly updated and individually unique passwords.

**OBJECTIVES**

The objectives of this policy are to ensure that:

- a standard is established for the creation of strong unique passwords in accordance with industry best standards and
- all users maintain appropriate password security levels to minimise the potential for unauthorised access to LSC's IT environment.

**SCOPE**

This policy applies to Councillors, workers and contractors who use LSC supplied IT equipment and or access its IT environment.

**RESPONSIBILITIES**

It is the responsibility of all users issued with LSC IT equipment and/or, accessing it's IT environment, to ensure that passwords are:

- unique to each and every network, system, service or application
- of at least ten characters where the device or system is capable
- a mixture of non-repeated or non-consecutive letters and include a mix of at least three of the following four groups of characters
  - upper case
  - lower case
  - numbers
  - special characters (e.g. !, @, ^, [, >, :, \*, ~ etc.)
- easy to remember
- changed regularly and
- kept secret.

If left unattended, users should always log off or lock their workstation according to best practice. Council workstations, not including remote sites, have a 5 minute lockout period where after 5 minutes of inactivity the computer will automatically be locked. Remote sites have a 10 minute idle lockout period. When logging on or unlocking be aware of observers, inadvertent or otherwise. The confidentiality of your password is your responsibility.

Users must note that passwords:

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**NETWORK PASSWORD POLICY**

**CSG015**

- require refreshing every 6 months. Where possible reminders and automatic expiry, are system controlled
- are not to be shared or disclosed to any other person
- are not to be written down in any form (e.g. stuck on the screen or under the keyboard);
- must not be re-used
- should not be easy to guess (e.g. they should not be single real words or personal information like family names, pets, birthdays etc.) and
- should not be incrementally changed i.e. simply adding numbers or letters every time it is changed.

Good passwords are long and have a high degree of randomness. Short passwords are easy for computer programs to break and should be avoided.

Examples of passwords not to be used include:

- your login name or user ID
- your first or last name in any form
- those containing "Administrator" or "Admin"
- any information that is easily obtainable about you or associated with you such as your family members, birthdates, address or 'nicknames'
- containing the year, month or day
- strings of repeated or incremental characters
- only alphabetic or numeric characters and
- single words from any English or foreign language dictionary.

Users must not allow another person to operate a computer session signed on with your user ID and password. Nor must you operate someone else's computer if the session was commenced using their log on details. This is commonly called 'masquerading' and undermines network security and accountability.

You may be held responsible for any actions that arise from the inappropriate use of your account/s.

**INFORMATION TECHNOLOGY STAFF**

IT Staff will maintain two accounts. The first will be their own operational account which will have the same accesses that any other user on the network will have. The second will be an administrator account, unique to the individual, with administration rights applicable to their authorised tasks. This will allow more granular auditing of actions on the network.

Further information on tips, tools and techniques to assist in password management is available by contacting the IT Help Desk on (02) 6895 1999 or by emailing: [helpdesk@lachlan.nsw.gov.au](mailto:helpdesk@lachlan.nsw.gov.au)

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**NETWORK PASSWORD POLICY**

**CSG015**

**RELATED DOCUMENTS**

Data Storage Policy – January 2020  
 IT Security Policy – January 2020  
 Remote Access Policy - January 2020

Greg Tory  
GENERAL MANAGER  
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## Policies, Procedures and Guidelines

<b>REMOTE NETWORK ACCESS POLICY</b>	<b>CSG013</b>
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**BACKGROUND**

Lachlan Shire Council (LSC) provides remote access to its IT environment for approved users off site including those working from home or travelling on business.

**OBJECTIVE**

The objective of this policy is to ensure that all users of the LSC IT environment are aware of the procedures and their responsibilities for using remote access facilities.

**SCOPE**

This policy applies to all users of the LSC IT environment including all workers who use remote access facilities to access this environment.

**RESPONSIBILITIES**

SonicWALL Secure Mobile Access is the approved remote access method for all workers. The Secure Access Service:

- ensures security of LSC information and infrastructure
- offers cost effective and reliable access
- provides access from approved LSC PCs or notebooks attached to the Internet (via remote desktop)
- will operate via all Internet connection mechanisms including NBN and other high-speed services and
- Two factor authentication, using the user’s email address will prevent unauthorised access if the laptop or tablet is lost.

Users can request remote access by completing the Application for Remote Access form available in the forms directory.

Where remote access is provided, users must ensure that off-site working environments adhere to WH&S requirements.

Departments are responsible for all costs associated with provision of remote access to their users.

Only users authorised via the Remote Access form are permitted to access LSC’s Remote Access Service. All users remain accountable for actions undertaken by their user-id or other access credentials.

To ensure proper remote access for authorised users, IT is responsible for:

- processing completed application form for remote access including the creation of remote access user accounts
- coordinating the loading and testing of software on LSC supplied desktop PC’s and notebooks and
- providing authorised personnel with appropriate user instructions.

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**REMOTE NETWORK ACCESS POLICY**

**CSG013**

Directors are responsible for:

- advising IS when users with remote access leave the employment of LSC, transfer to a new role or on contract termination.

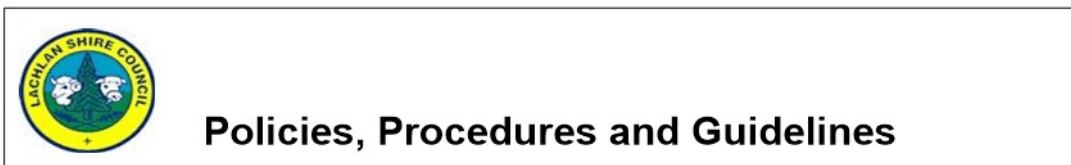
**RELATED DOCUMENTS**

Remote Access Form (Revised)

Greg Tory  
GENERAL MANAGER

/ /

<b>Further Information:</b> Manager ICT ☎ 208 ✉ Email: <a href="mailto:it@lachlan.nsw.gov.au">it@lachlan.nsw.gov.au</a>				<b>Page 2 of 2</b>
<b>Version:</b>	<b>Commencement Date:</b> May 2014	<b>Last Review Date:</b> January 2020	<b>Next Review Date:</b> January 2022	<b>TRIM No.</b>



**REPORTING STOLEN OR DAMAGED IT ASSETS POLICY** **CSG006**

**BACKGROUND**

Users are responsible for safeguarding assets provided by the Lachlan Shire Council (LSC). This document describes approaches that assist with physical and information security of IT assets.

**OBJECTIVE**

IT needs to protect its assets and ensure that faulty equipment is repaired or replaced so that the organisation runs efficiently. Information recorded on equipment needs to be treated in accordance with appropriate security and records management and handling procedures. Security risks caused by theft or damage to equipment need to be minimised.

**SCOPE**

This policy covers all users with LSC IT assets where:

- the assets have a replacement value of over \$100 or
- the assets contains sensitive information.

**DEFINITIONS**

‘Sensitive Information’ – is information that:

- has been classified as something other than for general public distribution
- has the potential to cause LSC, or others, damage or loss if the information is exposed or misused.

**RESPONSIBILITES**

The asset user must report to the IT Help Desk any loss or damage to LSC assets as soon as such loss or damage is noted. Under no circumstances should a user who is not in the IT team attempt to repair any damaged ICT assets.

If there is any risk of sensitive information being exposed, this should be advised to the Help Desk as soon as possible. Any instructions to wipe mobility devices of their contents should be complied with in accordance with the Mobile Devices Policy – January 2020

Reimbursement for any loss or damage caused by inappropriate actions or behaviour may be sought from the asset user.

If sensitive information is lost then an IT Incident Report should be completed within one business day of the loss of the equipment.

<b>Further Information:</b> Information Services Manager ☎ X208 ✉ Email: <a href="mailto:it@lachlan.nsw.gov.au">it@lachlan.nsw.gov.au</a>				<b>Page 1 of 2</b>
<b>Version:</b> V2.0	<b>Commencement ate:</b> April 2014	<b>Last Review Date:</b> January 2020	<b>Next Review Date:</b> August 2020	<b>TRIM No.</b>

**REPORTING STOLEN OR DAMAGED ICT ASSETS** **CSG006**

The Information Services Manager will:

- inform the Director of Corporate and Community Service if required
- in consultation with the responsible director, will review the circumstances and make a decision regarding the recovery of costs and any other action deemed necessary
- ensure an official record is kept on the worker's file showing:
  - description of the property
  - value of the property
  - whether the matter was reported to the Police and the results and any controls introduced as a result.

If recovery is sought the responsible director should prepare a memo to the General Manager, who will arrange for an invoice to be raised.

If the loss or damage constitutes a criminal offence, the circumstances should be reported to the Police by the General Manager.

**RELATED DOCUMENTS**

Mobile Devices Policy - January 2020

ICT Incident Report

Greg Tory  
GENERAL MANAGER

/ /

<b>Further Information:</b> Information Services Manager ☎ X208 ✉ Email: <a href="mailto:it@lachlan.nsw.gov.au">it@lachlan.nsw.gov.au</a>				<b>Page 2 of 2</b>
<b>Version:</b>	<b>Commencement Date:</b> April 2014	<b>Last Review Date:</b> January 2020	<b>Next Review Date:</b> January 2022	<b>TRIM No.</b>

## 8.5 BUSINESS CONTINUITY PLAN

**TRIM Number:** R20/17

**Author:** Information Services Manager

### PURPOSE

This Policy defines Lachlan Shire Council's approach to business continuity planning (BCP) and the principles by which business continuity plans will be developed and maintained. Business continuity planning is a core obligation of good governance and utilises the methodology specified in the AS/NZS 5050:2010 Business Continuity – Managing Disruption Related Risk, ISO22301:2012 and AS/NZS 31000:2009 Risk Management – Principles and Guidelines.

### SUPPORTING INFORMATION

The draft Business Continuity Plan is attached

### BACKGROUND

In December 2018, Statewide Mutual conducted a review of Council's existing Business Continuity Plan which resulted in the following recommendations:-

13. The key issues that became evident through the review and scenario were:
  - The need for increased awareness of the BCP documentation and arrangements, including tools and templates available that assist the Disaster Recovery Team (DRT) in effectively managing a disruption event;
  - Development of Sub-plans for each Critical Business Function identified;
  - Improved communication strategy that clearly outlines how it is to be implemented;
  - Review of the current DRT structure to consider suitability of membership and possible inclusion of key support areas such as administration support;
  - The need for training for all key and alternate personnel.

### ISSUES AND COMMENTS

In reference to the key elements being validated in this exercise:

- Effectiveness of Council's Business Continuity framework documentation depends on how well it is used, maintained and the knowledge of the intended users;
- Council's preparedness to respond was in evidence, with credit to the Leadership Team;
- The readiness of dependable resources, given the scenario, was not tested to its fullest. It is essential for Critical Functions to develop their Sub-plans to ensure adequacy of resources that it may potentially need to rely upon;
- Understanding of Council's Critical Functions and greater acknowledgement of their priority will be better served once a Business Impact Analysis is conducted and sub-plans are developed;
- Key personnel knowledge and confidence will be achieved through training.

As advised to Council at the strategic briefing on 12 February 2020, further revision of the Business Continuity Plan will need once the outcomes of the cyber audit are known. In addition there needs to be further refinement of the BCP and sub plans will be needed for the villages outside of Condobolin and Lake Cargelligo.

### FINANCIAL AND RESOURCE IMPLICATIONS

Being prepared with an effective Business Continuity Plan provides security for Council's insurance provider, State Wide Mutual. During a disruption event, the insurer will provide funds for the functions outlined in the Business Continuity Plan.



**LEGAL IMPLICATIONS**

There are no identified legal implications.

**RISK IMPLICATIONS**

Without a Business Continuity Plan, Council's exposure to risk in the event of a natural or man-made disaster is significantly increased.

**STAKEHOLDER CONSULTATION**

During the creation of the BCP Sub Plans all stakeholders were consulted and had a major input into each Sub Plan. Without their efforts such a document could not have been produced.

**CONCLUSION**

The draft Business Continuity Plan is supported by the IT Disaster Recovery Plan. This document is a procedural document used for the recovery of critical IT infrastructure and contains sensitive information.

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

4.2.2 Councils decision making is equitable and ethical - Ensure that policies are reviewed regularly

4.2.5 Council's exposure to risk is minimised.

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That:

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

**8.6 INVESTMENTS AT 31 DECEMBER 2019 AND 31 JANUARY 2020****TRIM Number: R20/22****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 31 January is \$1,417,492.

Investments held at 31 December 2019 totalling \$36,745,253 are contained in Attachment 1. As council did not hold an ordinary meeting in January 2020, the December 2019 report was held over until this month.

Investments held at 31 January 2020 totalling \$36,650,550 are contained in Attachment 2

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

**Responsible Accounting Officer Certificate**

I certify that the bank accounts and investments have been reconciled with the Council's general ledger as at 31 January 2020, and that investments have been made in accordance with the *Local Government Act, Local Government (General) Regulation 2005* and Council's Investment Policy.

Karen Pegler  
Responsible Accounting Officer

**FINANCIAL UPDATE**

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

Over the past 12 months, the portfolio, excluding on call cash, returned +2.70% p.a., outperforming bank bills by 1.30% p.a. This has been relatively strong given deposit rates reached their all-time lows and credit margins have contracted significantly over the past 3 years.

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

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

**CONCLUSION**

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

**ATTACHMENTS**

- 1. December 2019 Investment Report**
- 2. January 2020 Investment Report**

**RECOMMENDATION**

That:

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



Lachlan Shire  
Your Ultimate Bush Experience

# Monthly Investment Report

01/12/2019 to 31/12/2019



**Portfolio Valuation** as at 31/12/2019

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
NAB	AA-	TD	GENERAL	At Maturity	10/01/2019	10/01/2020	2.7500	1,000,000.00	26,821.92	2,335.62
Australian Military Bank	BBB+	TD	GENERAL	At Maturity	06/02/2019	06/02/2020	2.9000	500,000.00	13,069.86	1,231.51
ING Direct	A	TD	GENERAL	Annual	09/02/2018	12/02/2020	2.9000	1,000,000.00	25,742.47	2,463.01
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	05/03/2019	04/03/2020	2.7400	500,000.00	11,335.34	1,163.56
Summerland Credit Union	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/03/2020	1.8500	500,000.00	658.90	785.62
MyState Bank	BBB	TD	GENERAL	At Maturity	26/03/2019	24/03/2020	2.7500	1,000,000.00	21,171.23	2,335.62
AMP Bank	BBB+	TD	GENERAL	At Maturity	09/04/2019	07/04/2020	2.6500	500,000.00	9,692.47	1,125.34
AMP Bank	BBB+	TD	GENERAL	At Maturity	09/04/2019	14/04/2020	2.6500	500,000.00	9,692.47	1,125.34
Macquarie Bank	A+	TD	GENERAL	At Maturity	04/10/2019	05/05/2020	1.6500	1,000,000.00	4,023.29	1,401.37
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	05/11/2019	05/05/2020	2.1000	1,000,000.00	3,279.45	1,783.56
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	At Maturity	07/05/2019	06/05/2020	2.4000	500,000.00	7,857.53	1,019.18
NAB	AA-	TD	GENERAL	Annual	22/05/2017	22/05/2020	2.8200	2,000,000.00	34,612.60	4,790.14
Auswide Bank	BBB	TD	GENERAL	Annual	28/05/2019	27/05/2020	2.3000	1,000,000.00	13,736.99	1,953.42
BNK Bank	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/06/2020	1.8000	500,000.00	641.10	764.38
MyState Bank	BBB	TD	GENERAL	At Maturity	11/06/2019	10/06/2020	2.1500	1,000,000.00	12,016.44	1,826.03
Auswide Bank	BBB	TD	GENERAL	At Maturity	13/06/2018	15/06/2020	2.9500	1,000,000.00	45,826.03	2,505.48
ING Direct	A	TD	GENERAL	Annual	22/06/2018	23/06/2020	2.9500	1,000,000.00	15,436.99	2,505.48
Bananacoast Community CU	Unrated	TD	GENERAL	At Maturity	26/06/2019	25/06/2020	2.3300	400,000.00	4,825.97	791.56





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
BOQ	BBB+	TD	GENERAL	Annual	22/06/2018	30/06/2020	2.9500	1,000,000.00	15,436.99	2,505.48
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	23/07/2019	21/07/2020	2.0000	500,000.00	4,438.36	849.32
Auswide Bank	BBB	TD	GENERAL	At Maturity	15/08/2019	18/08/2020	1.8000	500,000.00	3,427.40	764.38
Westpac	AA-	TD	GENERAL	Quarterly	23/08/2019	25/08/2020	1.6100	1,000,000.00	1,632.05	1,367.40
BOQ	BBB+	TD	GENERAL	At Maturity	23/08/2019	25/08/2020	1.6100	1,000,000.00	5,778.36	1,367.40
Westpac	AA-	TD	GENERAL	Quarterly	22/08/2019	25/08/2020	1.6200	1,000,000.00	1,775.34	1,375.89
Auswide Bank	BBB	TD	GENERAL	At Maturity	27/08/2019	27/08/2020	1.8000	750,000.00	4,697.26	1,146.58
WAW Credit Union	Unrated	TD	GENERAL	At Maturity	04/09/2019	08/09/2020	1.7000	500,000.00	2,771.23	721.92
ING Direct	A	TD	GENERAL	At Maturity	06/12/2019	08/09/2020	1.6000	1,000,000.00	1,139.73	1,358.90
NAB	AA-	TD	GENERAL	At Maturity	01/10/2019	06/10/2020	1.5800	500,000.00	1,991.23	670.96
Westpac	AA-	TD	GENERAL	Quarterly	18/10/2018	20/10/2020	2.8400	500,000.00	2,917.81	1,206.03
ING Direct	A	TD	GENERAL	Annual	18/10/2018	20/10/2020	2.9300	500,000.00	3,010.27	1,244.25
ING Direct	A	TD	GENERAL	Annual	19/11/2018	19/11/2020	2.9100	1,000,000.00	3,428.22	2,471.51
ING Direct	A	TD	GENERAL	At Maturity	10/12/2019	10/12/2020	1.5500	500,000.00	467.12	658.22
ING Direct	A	TD	GENERAL	At Maturity	20/12/2019	22/12/2020	1.6500	500,000.00	271.23	700.68
AMP Bank	BBB+	TD	GENERAL	Annual	26/06/2019	22/12/2020	2.4000	750,000.00	9,320.55	1,528.77
WAW Credit Union	Unrated	TD	GENERAL	Annual	27/02/2019	02/03/2021	3.0000	500,000.00	12,657.53	1,273.97
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2021	2.8500	1,000,000.00	2,108.22	2,420.55
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	Annual	03/05/2019	03/05/2021	2.6000	1,000,000.00	17,309.59	2,208.22
Auswide Bank	BBB	TD	GENERAL	At Maturity	12/08/2019	10/08/2021	1.9500	1,000,000.00	7,586.30	1,656.16



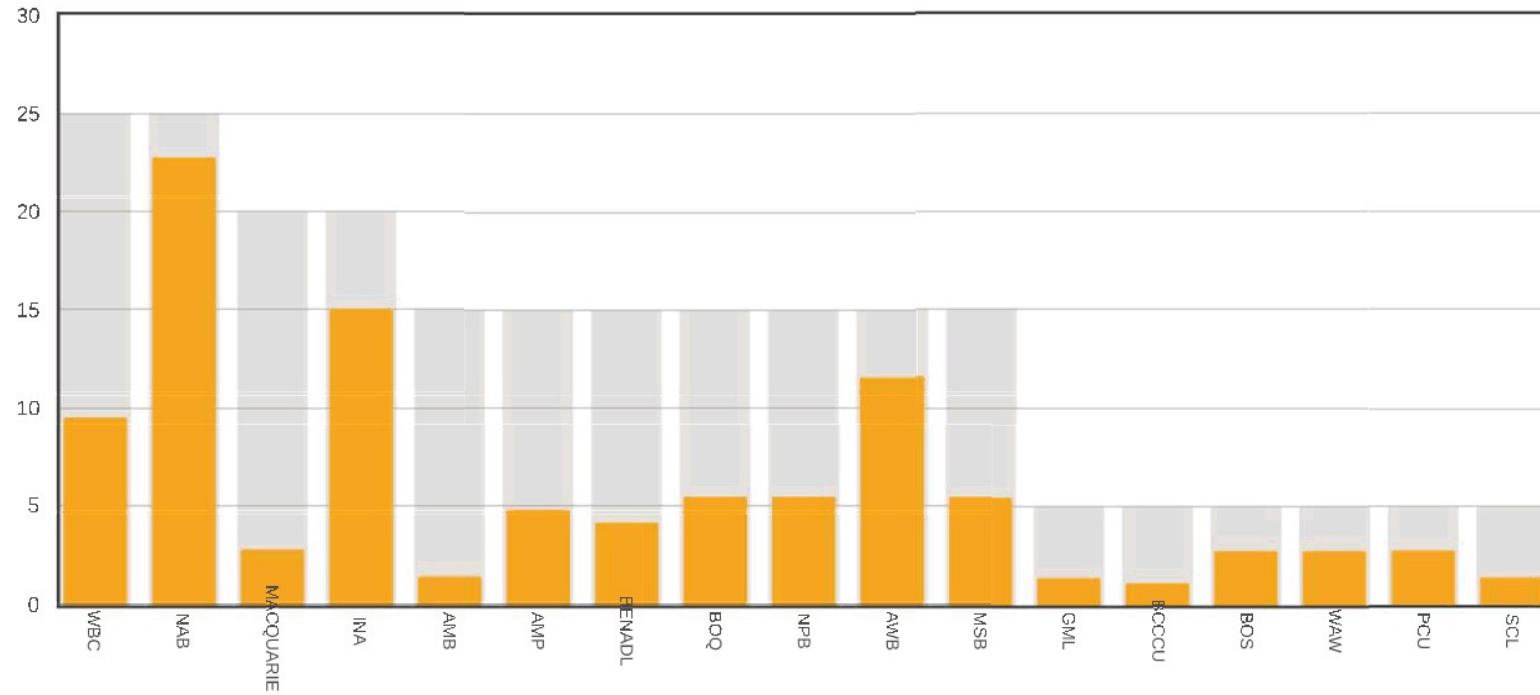


Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Westpac	AA-	TD	GENERAL	Quarterly	22/10/2019	26/10/2021	1.6000	1,000,000.00	3,112.33	1,358.90
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	20/02/2019	22/02/2022	3.0500	500,000.00	1,754.79	1,295.21
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2022	2.9500	500,000.00	1,091.10	1,252.74
NAB	AA-	CASH	GENERAL	Monthly	31/12/2019	31/12/2019	1.3000	4,845,253.35	5,522.26	5,349.69
<b>TOTALS</b>								<b>36,745,253.35</b>	<b>374,086.32</b>	<b>68,659.33</b>





**Counterparty Compliance - Long Term Investments**





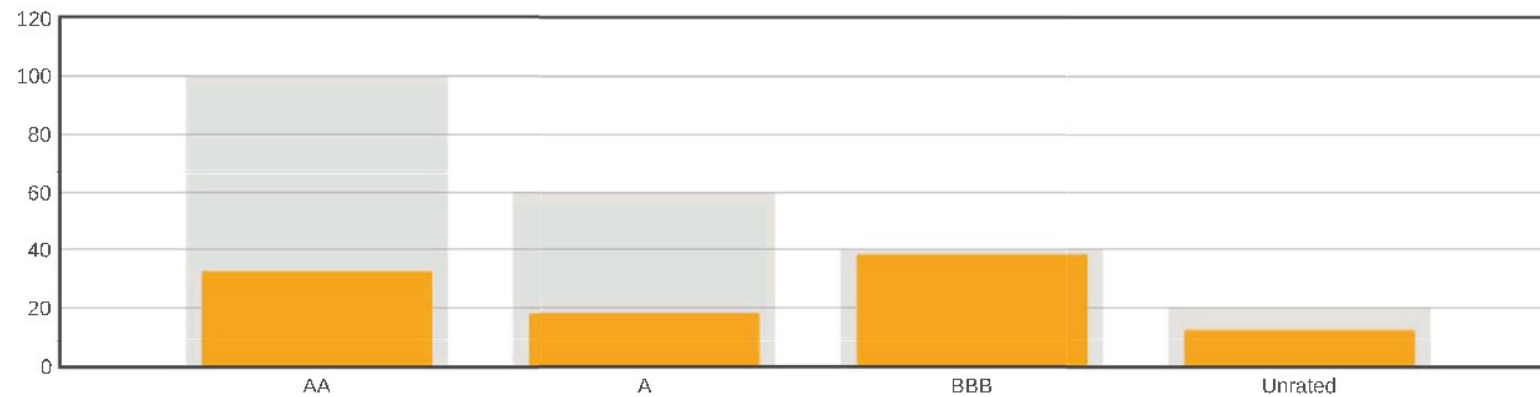


## Credit Quality Compliance as at 31/12/2019

### Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AA	11,845,253.35	32.24	100.00	24,900,000.00
✓	A	6,500,000.00	17.69	60.00	15,547,152.01
✓	BBB	14,000,000.00	38.10	40.00	698,101.34
✓	Unrated	4,400,000.00	11.97	20.00	2,949,050.67
<b>TOTALS</b>		<b>36,745,253.35</b>	<b>100.00</b>		

### Credit Quality Compliance - Long Term Investments





## Trades in Period

From: 01/12/2019 To: 31/12/2019

### New Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
Summerland Credit Union	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/03/2020	1.8500	500,000.00	
BNK Bank	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/06/2020	1.8000	500,000.00	
ING Direct	A	TD	GENERAL	At Maturity	06/12/2019	08/09/2020	1.6000	1,000,000.00	
ING Direct	A	TD	GENERAL	At Maturity	10/12/2019	10/12/2020	1.5500	500,000.00	
ING Direct	A	TD	GENERAL	At Maturity	20/12/2019	22/12/2020	1.6500	500,000.00	
<b>TOTALS</b>								<b>3,000,000.00</b>	



**Matured Trades**

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	05/12/2018	05/12/2019	2.9400	500,000.00	
Nexus Mutual	Unrated	TD	GENERAL	At Maturity	06/12/2018	06/12/2019	2.9500	1,000,000.00	
AMP Bank	BBB+	TD	GENERAL	At Maturity	19/03/2019	10/12/2019	2.8000	500,000.00	TD027855667
Australian Military Bank	BBB+	TD	GENERAL	At Maturity	20/12/2018	19/12/2019	2.9500	1,000,000.00	
<b>TOTALS</b>								<b>3,000,000.00</b>	





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# Monthly Investment Report

01/01/2020 to 31/01/2020



**Portfolio Valuation** as at 31/01/2020

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Australian Military Bank	BBB+	TD	GENERAL	At Maturity	06/02/2019	06/02/2020	2.9000	500,000.00	14,301.37	1,231.51
ING Direct	A	TD	GENERAL	Annual	09/02/2018	12/02/2020	2.9000	1,000,000.00	28,205.48	2,463.01
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	05/03/2019	04/03/2020	2.7400	500,000.00	12,498.90	1,163.56
Summerland Credit Union	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/03/2020	1.8500	500,000.00	1,444.52	785.62
MyState Bank	BBB	TD	GENERAL	At Maturity	26/03/2019	24/03/2020	2.7500	1,000,000.00	23,506.85	2,335.62
AMP Bank	BBB+	TD	GENERAL	At Maturity	09/04/2019	07/04/2020	2.6500	500,000.00	10,817.81	1,125.34
AMP Bank	BBB+	TD	GENERAL	At Maturity	09/04/2019	14/04/2020	2.6500	500,000.00	10,817.81	1,125.34
Bank of Sydney	Unrated	TD	GENERAL	At Maturity	05/11/2019	05/05/2020	2.1000	1,000,000.00	5,063.01	1,783.56
Macquarie Bank	A+	TD	GENERAL	At Maturity	04/10/2019	05/05/2020	1.6500	1,000,000.00	5,424.66	1,401.37
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	At Maturity	07/05/2019	06/05/2020	2.4000	500,000.00	8,876.71	1,019.18
NAB	AA-	TD	GENERAL	Annual	22/05/2017	22/05/2020	2.8200	2,000,000.00	39,402.74	4,790.14
Auswide Bank	BBB	TD	GENERAL	Annual	28/05/2019	27/05/2020	2.3000	1,000,000.00	15,690.41	1,953.42
MyState Bank	BBB	TD	GENERAL	At Maturity	11/06/2019	10/06/2020	2.1500	1,000,000.00	13,842.47	1,826.03
BNK Bank	Unrated	TD	GENERAL	At Maturity	06/12/2019	10/06/2020	1.8000	500,000.00	1,405.48	764.38
Auswide Bank	BBB	TD	GENERAL	At Maturity	13/06/2018	15/06/2020	2.9500	1,000,000.00	48,331.51	2,505.48
ING Direct	A	TD	GENERAL	Annual	22/06/2018	23/06/2020	2.9500	1,000,000.00	17,942.47	2,505.48
Bananacoast Community CU	BBB	TD	GENERAL	At Maturity	26/06/2019	25/06/2020	2.3300	400,000.00	5,617.53	791.56
BOQ	BBB+	TD	GENERAL	Annual	22/06/2018	30/06/2020	2.9500	1,000,000.00	17,942.47	2,505.48





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Police Credit Union SA	Unrated	TD	GENERAL	At Maturity	23/07/2019	21/07/2020	2.0000	500,000.00	5,287.67	849.32
Auswide Bank	BBB	TD	GENERAL	At Maturity	15/08/2019	18/08/2020	1.8000	500,000.00	4,191.78	764.38
Westpac	AA-	TD	GENERAL	Quarterly	22/08/2019	25/08/2020	1.6200	1,000,000.00	3,151.23	1,375.89
Westpac	AA-	TD	GENERAL	Quarterly	23/08/2019	25/08/2020	1.6100	1,000,000.00	2,999.45	1,367.40
BOQ	BBB+	TD	GENERAL	At Maturity	23/08/2019	25/08/2020	1.6100	1,000,000.00	7,145.75	1,367.40
Auswide Bank	BBB	TD	GENERAL	At Maturity	27/08/2019	27/08/2020	1.8000	750,000.00	5,843.84	1,146.58
WAW Credit Union	Unrated	TD	GENERAL	At Maturity	04/09/2019	08/09/2020	1.7000	500,000.00	3,493.15	721.92
ING Direct	A	TD	GENERAL	At Maturity	06/12/2019	08/09/2020	1.6000	1,000,000.00	2,498.63	1,358.90
NAB	AA-	TD	GENERAL	At Maturity	01/10/2019	06/10/2020	1.5800	500,000.00	2,662.19	670.96
Westpac	AA-	TD	GENERAL	Quarterly	18/10/2018	20/10/2020	2.8400	500,000.00	466.85	466.85
ING Direct	A	TD	GENERAL	Annual	18/10/2018	20/10/2020	2.9300	500,000.00	4,254.52	1,244.25
ING Direct	A	TD	GENERAL	Annual	19/11/2018	19/11/2020	2.9100	1,000,000.00	5,899.73	2,471.51
ING Direct	A	TD	GENERAL	At Maturity	10/12/2019	10/12/2020	1.5500	500,000.00	1,125.34	658.22
ING Direct	A	TD	GENERAL	At Maturity	20/12/2019	22/12/2020	1.6500	500,000.00	971.92	700.68
AMP Bank	BBB+	TD	GENERAL	Annual	26/06/2019	22/12/2020	2.4000	750,000.00	10,849.32	1,528.77
ING Direct	A	TD	GENERAL	At Maturity	10/01/2020	12/01/2021	1.6500	1,000,000.00	994.52	994.52
WAW Credit Union	Unrated	TD	GENERAL	Annual	27/02/2019	02/03/2021	3.0000	500,000.00	13,931.51	1,273.97
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2021	2.8500	1,000,000.00	4,528.77	2,420.55
Rural Bank (Bendigo and Adelaide Bank)	BBB+	TD	GENERAL	Annual	03/05/2019	03/05/2021	2.6000	1,000,000.00	19,517.81	2,208.22
Auswide Bank	BBB	TD	GENERAL	At Maturity	12/08/2019	10/08/2021	1.9500	1,000,000.00	9,242.47	1,656.16



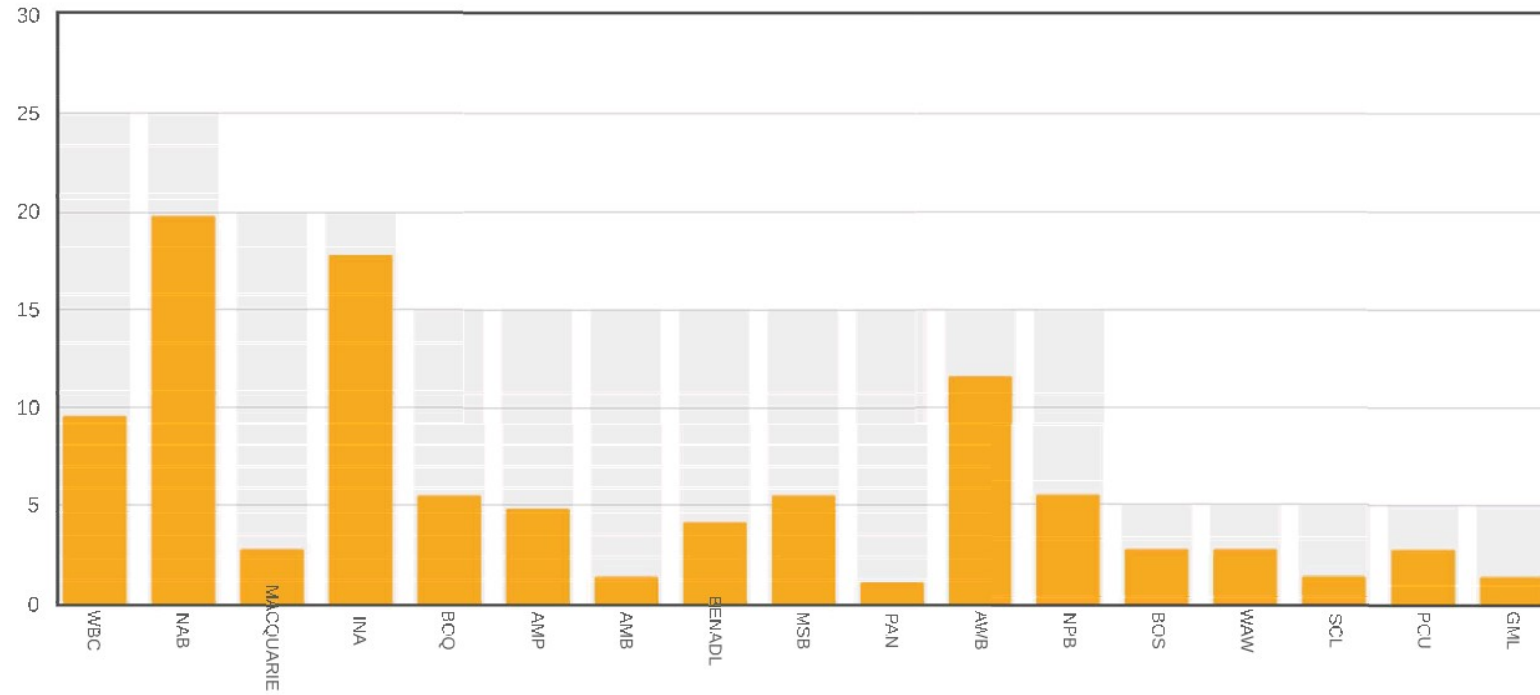


Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Westpac	AA-	TD	GENERAL	Quarterly	22/10/2019	26/10/2021	1.6000	1,000,000.00	438.36	438.36
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	20/02/2019	22/02/2022	3.0500	500,000.00	3,050.00	1,295.21
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	05/03/2019	08/03/2022	2.9500	500,000.00	2,343.84	1,252.74
NAB	AA-	CASH	GENERAL	Monthly	31/01/2020	31/01/2020	1.3000	4,750,549.61	5,245.13	5,245.13
<b>TOTALS</b>								<b>36,650,549.61</b>	<b>401,265.95</b>	<b>65,553.95</b>





**Counterparty Compliance - Long Term Investments**





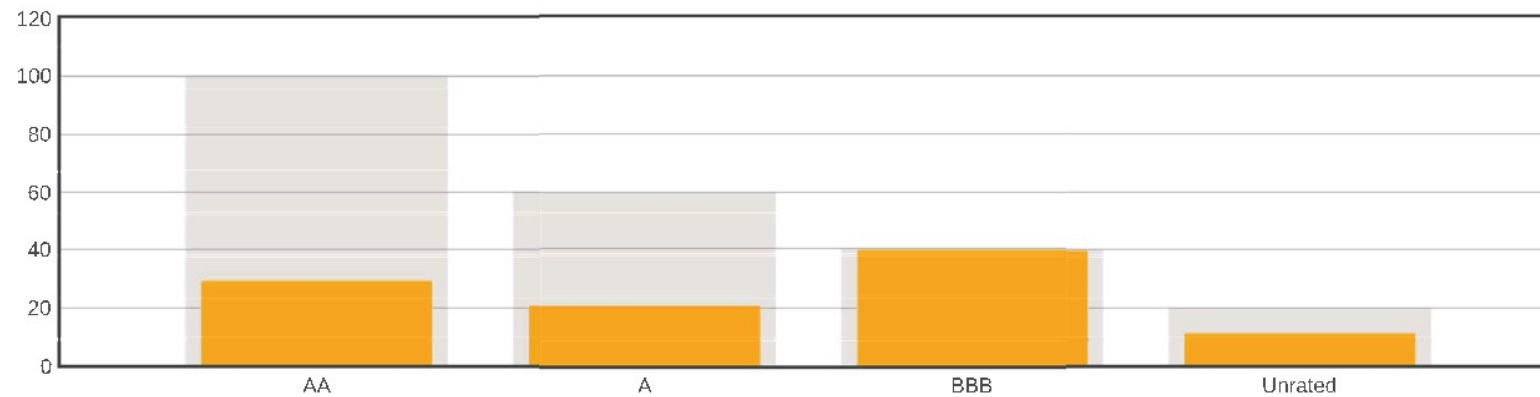


## Credit Quality Compliance as at 31/01/2020

### Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AA	10,750,549.61	29.33	100.00	25,900,000.00
✓	A	7,500,000.00	20.46	60.00	14,490,329.77
✓	BBB	14,400,000.00	39.29	40.00	260,219.84
✓	Unrated	4,000,000.00	10.91	20.00	3,330,109.92
<b>TOTALS</b>		<b>36,650,549.61</b>	<b>100.00</b>		

### Credit Quality Compliance - Long Term Investments





## Trades in Period

From: 01/01/2020 To: 31/01/2020

### New Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
ING Direct	A	TD	GENERAL	At Maturity	10/01/2020	12/01/2021	1.6500	1,000,000.00	
<b>TOTALS</b>								<b>1,000,000.00</b>	





**Matured Trades**

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
NAB	AA-	TD	GENERAL	At Maturity	10/01/2019	10/01/2020	2.7500	1,000,000.00	
<b>TOTALS</b>								<b>1,000,000.00</b>	



## **8.7 YOUTH SERVICES REPORTS - QUARTERLY REPORT OCTOBER TO DECEMBER 2019 AND FINAL REPORT 2015 TO 2019**

**TRIM Number:** R20/24

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

### **PURPOSE**

The purpose of this report is to provide Council with a summary of activities undertaken by Western Plains Regional Development Incorporated (WPRD) in relation to funding provided by Council for provision of Youth Services across the Shire.

### **SUPPORTING INFORMATION**

Western Plains Regional Development Inc. (WPRD) has provided the two attached reports for council's information:

1. For the Quarter October to December 2019 and
2. Final report Youth services 2015 to 2019

### **BACKGROUND**

Council agreed to provide WPRD with an amount of \$249,920 (GST inclusive) in the 2019-20 budget to manage and administer youth services for Lachlan Shire. As part of this agreement Council requires WPRD to provide regular reporting on how the funds have been spent and what activities have been provided.

The objectives of youth services are:

- to provide a service that will address and improve the needs of young people within the Lachlan Shire by providing a stable and safe environment which encourages education and learning, establishes social interaction, working and job opportunities and leisure, sport and recreational services regardless of cultural, social, economic backgrounds, religion, gender and disability.
- to provide advocacy services at local, regional and state levels for and on behalf of young people in regard to issues of employment, training, referrals, accommodation and crisis assistance, leisure facilities, family education, family relationships and legal matters.

### **ISSUES AND COMMENTS**

The report for the quarter October to December 2019 refers to objectives achieved in line with the Delivery Program and Operational Plan. Financial documents are also provided to show funds received and how these funds have been spent.

A final review of youth services outcomes for the 2015 to 2019 year is also attached for council's information.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

There are no additional financial and resources implications identified.

### **LEGAL IMPLICATIONS**

There are no legal implications identified.

### **RISK IMPLICATIONS**

There are no risk implications identified.

**STAKEHOLDER CONSULTATION**

Nil for this report

**OPTIONS**

Council receive and note the attached reports.

**CONCLUSION**

This report is provided for the information of Council and to allow Council to provide feedback on the usefulness of the information provided. Any feedback will be discussed with the Western Plains Regional Development Committee to assist with future reporting to Council.

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

Outcome 1.8 Wellbeing of Youth.

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That:

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

## 8.8 QUARTERLY BUDGET REVIEW 2 2020FY

**TRIM Number:** R20/28

**Author:** Finance Accountant

### PURPOSE

To provide Council with a quarterly review of the Operational Plan budget as at 31 December 2019, as required by the *Local Government (General) Regulation 2005*.

### 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 also provided in this report.

### BACKGROUND

2. The *Local Government (General) Regulation 2005* requires the Council to prepare and consider a budget review statement each quarter, which shows:

3.

4. - Estimates of Income and Expenditure
5. - Appropriate revision of these estimates
- 6.

The statement must also include a report indicating changes in estimates for income and expenditure. 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 2019-20 budget to identify:

- Budget variations;
- Council resolutions impacting on the budget; and
- Information that has become available since the adoption of QBR 1.

Council's expected net financial position as at 30 June 2020, after the proposed budget amendments, is reflected in **Attachment 1**, along with the actual financial results for the year to date as at 13 January 2020.

A detailed list of the budget amendments is shown in **Attachment 2**.

The significant adjustments to operating income are summarised below:

- Operating grants – in this quarter Council was advised that the Roads to Recovery Grant was again increased with an additional \$1,604,254 made available this financial year.
- Capital grants – The Repair Program has been reinstated to the budget this quarter as Council was advised it was successful in its application for capital works on MR 231 West Wyalong Road
- Capital Contributions – the CleanTeQ VPA allocation of \$200,000 has been reduced to nil after notification that the mine owners have delayed their financing decision until 30 June 2020.

Actual capital revenue has varied to the budget as the major water and sewer projects are yet to progress.

The significant adjustments to operating expenses include:

- CleanTeQ \$200,000 has been reduced as we are not expecting any income;
- Water carting to Albert has increased expenditure in the water fund by \$163,750 ; and
- After a review of Councils halls and buildings \$211,000 has been allocated to specific maintenance and capital projects from the Special Variation buildings and buildings dwellings budgets. It is proposed that the remaining \$60,000 be allocated to the Lake Cargelligo Showground amenities project.

The biggest financial risk to council's operating grants income at this point in time is the financial assistance grant. If council does not receive prepayment of the grant, it will reduce operating grants income by around \$5m. In the past council has not been notified until late June that we will or will not be getting the prepayment. There have been years when no prepayment is made but then prepayment will commence again. It is beyond council's control and cannot be said with any certainty.

Actual operating expenses are within acceptable ranges as at 13 January 2020.

#### **Revotes from 2019 – refer attachments 3 & 4**

Carry over projects (revotes) from the 2019 financial year have also been included in the budget adjustments for this quarter. A total of \$1,921,752 is proposed to be revoted.

Details of the 'revotes' are summarised in **Attachment 3**. These include grant-funded projects such as the Lake Cargelligo and Condobolin Standpipes and Tullibigeal Sports Ground Lighting. It also includes a grader which was ordered in 2019 but not delivered until 2020.

As at 30 June 2019, unfinished works and unspent grant income were restricted in the financial statements to ensure there were sufficient monies to fund these projects.

A summary in the movement of the reserves is shown in **Attachment 4** for Councillors information.

#### **CDRV works – refer attachment 5**

CDRV reserve movements and the unallocated balance of each location are provided in **Attachment 5**.

7.

#### **Summary of the expected CDRV Reserve unallocated balances as at 30 June 2020**

<b>CONDOBOLIN DISTRICT RETIREMENT VILLAGE RESERVE - UNALLOCATED BALANCES AS AT 130120</b>	
<b>Location</b>	<b>Unallocated Balance</b>
Albert	100,000
Burcher	100,000
Condobolin	0
Fifield	100,000
Lake Cargelligo	0
Tullibigeal	35,000
Tottenham	0
<b>TOTAL</b>	<b>\$ 335,000</b>

For councillors' information, previous financial year CDRV reserve balances as reported in Council's audited financial statements were:

- 2017 \$3.065m
- 2018 \$1.678m
- 2019 \$1.308m

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

The following statement is made in accordance with Clause 203(2) of the *Local Government (General) Regulations 2005*:

Council's projected financial position as reflected in QBR2 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**

The biggest financial risk to council's operating grants income at this point in time is the financial assistance grant. If council does not receive prepayment of the grant, it will reduce operating grants income by around \$5m. In the past council has not been notified until late June that we will or will not be getting the prepayment. There have been years when no prepayment is made but then prepayment will commence again. It is beyond council's control and cannot be said with any certainty.

There are a number of capital grants and associated projects that are subject to risk. This relates to pending approvals, weather conditions and the ability to complete all works within the required timeframes.

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

With the ongoing drought, Council's cash flow, in particular from rates, is at risk of being less than expected.



**STAKEHOLDER CONSULTATION**

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

**OPTIONS**

That Council approve the QBR 2 budget variations as listed and approve the revote adjustments.

**CONCLUSION**

Council's financial position remains sound however fiscal restraint is necessary to ensure actual results do not differ from expectations.

In addition council should be aware its unrestricted reserve balances are being reduced and some are now very low e.g. swimming pool reserve is expected to be less than \$19,000 by 30 June 2020. This will need to be kept in mind and we recommend no resolution is passed until finance can confirm the relevant reserve balance is sufficient to fund the project.

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

Community Strategic Plan/Delivery Program Item 4.7.1, which aims to ensure that "Council is financially sustainable and provides services at a level expected by the community".

**ATTACHMENTS**

1. **Operating Plan Budget financial result expected 30 June 2020**
2. **Proposed QBR2 Adjustments**
3. **Proposed Revotes**
4. **QBR 2 and Revotes - Proposed Reserve Balances**
5. **CDRV projects**

**RECOMMENDATION**

That Council

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

Operational Plan Budget 2019-2020 as at 311219							
Description	Original adopted Operating Plan Budget 2019/2020	% of year elapsed	50%				Amended Budget QBR2
		Actual YTD results as at 13012020	Percentage Actual YTD/Amended QBR2 Budget	Adjustments for QBR1	Revotes from 2018/2019 year	Adjustments for QBR2	
<b>CONSOLIDATED RESULTS</b>							
<b>Income</b>							
Rates & Annual Charges	12,183,928	12,041,836	98.8%	0		0	12,183,928
User Charges & Fees	5,310,940	2,524,200	47.5%	0		880	5,310,060
Interest & Investment Revenue	552,750	104,452	18.9%	0		0	552,750
Other Revenues	660,841	1,916,159	90.9%	1,389,530		57,631	2,108,002
Grants & Contributions - Operating	15,885,215	6,075,228	34.4%	705,808		1,058,877	17,649,900
Grants & Contributions - Capital	10,347,161	1,309,222	11.7%	591,000		1,422,047	11,178,208
Net Gains from the Disposal Of Assets	93,350	0	0.0%	0		0	93,350
<b>Total Income from Continuing Operations</b>	<b>45,034,184</b>	<b>23,971,096</b>		<b>1,504,338</b>	<b>0</b>	<b>2,537,675</b>	<b>49,076,197</b>
<b>Expenses</b>							
Employee Costs	(9,500,785)	(4,351,679)	45.5%	-		56,150	(9,556,935)
Borrowing Costs	(143,357)	(18,490)	12.9%	-		-	(143,357)
Materials & Contracts	(11,453,650)	(5,619,924)	44.2%	238,286	165,286	847,712	(12,704,934)
Depreciation	(9,941,110)	(5,798,981)	58.3%	0		0	(9,941,110)
Other Expenses	(2,652,983)	(1,484,635)	53.8%	0	78,855	27,760	(2,759,598)
<b>Total Expenses from Continuing Operations</b>	<b>(33,691,885)</b>	<b>(17,273,708)</b>		<b>(238,286)</b>	<b>(244,141)</b>	<b>(931,622)</b>	<b>(35,105,934)</b>
Operating Result from continuing operations - Gain/(Loss)	11,342,300	6,697,388		1,266,052	(244,141)	1,606,053	13,970,263
Operating Result from continuing operations before Capital income Gain/(Loss)	901,789	5,388,166		1,857,052	(244,141)	184,006	2,698,705
<b>Capital Expenditure</b>	<b>28,327,772</b>	<b>5,518,359</b>	17.1%	829,430	1,677,611	3,037,961	32,213,914
Loan Funds Utilised	(2,604,000)	0	0.0%	0	0	0	(2,604,000)
Loan Principal Repaid	154,018	51,435	33.4%	0	0	0	154,018
Transfers to Restricted Assets (Reserves)	260,268	51,779	3.4%	1,270,000	0	0	1,530,268
Transfers from Restricted Assets (Reserves)	(4,983,720)	0	0.0%	(45,000)	(1,921,752)	(938,737)	(7,889,209)
Depreciation Contra	(9,941,110)	(5,798,981)	58.3%	0	0	0	(9,941,110)
<b>Net Unrestricted Cash (Deficit)/Surplus</b>	<b>\$ 129,071</b>	<b>\$ 6,874,796</b>		<b>\$ 870,482</b>	<b>\$ -</b>	<b>\$ 3,030,845</b>	<b>\$ 506,383</b>

PROPOSED QUARTERLY BUDGET ADJUSTMENTS FOR DECEMBER 2019			
Type	Item	\$	Comments
Income	Show Society Contribution	3,220.00	No contributions have been received since 2017
Income	Target & Menswear	- 4,000.00	Reflect actuals
Income	Container Deposit Scheme (CDS)	- 9,000.00	
Income	PWD - Durobank Lake Cargelligo Water service connection to West Street	- 12,000.00	
Income	Medical Center rental income	- 45,000.00	
Income	Gumbend Lake Residence vacant	- 2,800.00	
Income	Townsend St residence	- 7,800.00	
Income	Scrap Metal income	- 44,851.00	
Income	Reimbursement of costs CleanTeq	- 30,000.00	
		- 56,751.00	
Contribution	Public Toilets Lake Cargelligo - Frogs Hollow	- 2,000.00	Donations
Grant income	Grant income - State Library	- 12,733.00	Library Subsidy 19/20 increase
Grant income	Leep Grant for HACC	- 2,000.00	
Grant income	Water Carting - Albert	- 10,000.00	Contribution for council expenses
Grant income	Netwaste illegal dumping	- 11,000.00	
Grant income	Drought Relief - Preschool Children Services	- 13,000.00	payment of fees
Grant income	Drought Relief - Mobile Children Services	- 13,000.00	
Grant income	Condobolin Scoping Study Sewerage Treatment Plant	120,000.00	Budget overstated
Grant income	Condobolin Scoping Study Water Treatment Plant	- 82,500.00	Grant not yet received
Grant income	Drought Stimulus - Regional Holiday Activities	- 9,600.00	
Grant income	Condobolin Sports Club Grant	- 122,178.00	
Grant income	Youth Week Grant	- 462.00	
Grant income	Roads to Recovery - increase funding	- 1,064,254.00	Drought increase
Grant income	Block Grant Traffic Facilities	1,620.00	Reflect grant agreement
Grant income	Block Grant	162,430.00	Reflect grant agreement
		- 1,058,677.00	
Grant income - capital	Grant income - State Library	- 29,045.00	Local Priority Grant 19/20 increase
Grant income - capital	Lake Cargelligo - Showground Amenities & Stables	- 143,715.00	
Grant income - capital	Tottenham - Racecourse Shade Structure & Coolroom	- 100,835.00	Remaining grant not yet received (rest revoked)
Grant income - capital	Tullibigeal - Sportsground Lighting	- 120,821.00	Remaining grant not yet received (rest revoked)
Grant income - Capital	Sunnice Mine CleanTeq VPA	200,000.00	no VPA contribution being made by CleanTeq
Grant income - capital	Condobolin Truck Wash Renewal - Restart NSW 1606	- 210,000.00	Grant
Grant income - capital	Condobolin Tourism Precinct - 100% grant	- 393,207.00	SCCF Grant
Grant income - capital	Condobolin SRA & Lake/replace Standpipes Drought Community Grant (30,000)	- 50,000.00	remaining Grant not yet received
Grant income - capital	RFS	- 169,023.00	
Grant income - capital	Condobolin Tourism Precinct - installation of Solar Lighting	- 5,401.00	Safer Communities Grant
Grant income - capital	MR 231 Wyalong Road Repair Grant	- 400,000.00	
		- 1,422,047.00	
Expenditure	Library Building Maintenance	2,300.00	
Expenditure	Library Insurance	1,575.00	
Expenditure	Library Insurance	1,033.00	
Expenditure	Library Workers Comp	- 4,400.00	
Expenditure	Library Telecommunications	- 511.00	
Expenditure	HACC Leep grant program	2,000.00	
Expenditure	Tullibigeal Co-op Contribution	10,000.00	December Meeting
Expenditure	SRA Sports Ground - Equipment M & R	1,000.00	
Expenditure	Public Toilet M & R	- 1,000.00	
Expenditure	Water Carting - Albert	163,750.00	Emergency Water Carting
Expenditure	Building Administration 59-64 Malong St Condobolin	- 5,000.00	Purchase furniture for Drs residence Tott
Expenditure	Building Dwelling 93 Merilba St Tottenham (Drs Residence)	5,000.00	Purchase furniture for Drs residence Tott
Expenditure	Drought Relief - Preschool Children Services	13,000.00	
Expenditure	Drought Relief - Mobile Children Services	13,000.00	F&A
Expenditure	Caravan Park Tottenham	- 40,000.00	No Contractor at Cvn Pk
Expenditure	Caravan Park Tottenham	40,000.00	Staff looking after Cvn Pk
Expenditure	Traineeships for M Cruickshank Lake	5,500.00	
Expenditure	Traineeships for B Ivory Tott	5,500.00	
Expenditure	Trf from General operating for Traineeships	- 11,000.00	
Expenditure	Condobolin Scoping Study Water Treatment Plant	52,747.00	\$110k total spend, but some spent 2019
Expenditure	PWD - Durobank Lake Cargelligo Water service connection to West Street	12,000.00	
Expenditure	Sewer assets verification & capturing	201,850.00	Council resolution 2019/371
Expenditure	Lake/Tott/Condo Pass Holiday Activities	9,500.00	
Expenditure	Condobolin Sports Club Grant	182,555.00	
Expenditure	Youth Week Grant	324.00	
Expenditure	Insurance	- 1,600.00	
Expenditure	Insurance - Public Liability	- 4,900.00	
Expenditure	Insurance - Other	- 1,500.00	
Expenditure	Professional Services - water/waste/sewer modelling	8,000.00	
Expenditure	Lake and Condo Contractor waste depot maintenance	42,000.00	
Expenditure	Netwaste illegal Dumping	11,000.00	
Expenditure	Public Amenities Equipment M & R	3,000.00	
Expenditure	Condobolin Swimming Pool Equipment M & R	20,000.00	
Expenditure	Lake Swimming Pool Equipment M & R	13,000.00	
Expenditure	Tottenham Swimming Pool Equipment M & R	7,000.00	
Expenditure	CondobolinSwimming Pool Fixed Plant & Equipment M & R	- 40,000.00	
Expenditure	Corp Services Office Equipment & Furniture	- 800.00	
Expenditure	Engineering Office Equipment & Furniture	2,350.00	
Expenditure	Engineering Office Admin	- 1,750.00	
Expenditure	Condobolin Caravan Park M & R	- 1,300.00	
Expenditure	Condobolin Caravan Park Vandalism	1,300.00	
Expenditure	Reticulation Surveys Water	- 68,750.00	
Expenditure	Willow Bend Village M & R	1,000.00	
Expenditure	Works Depot Condobolin - Diesel Tanker repairs	10,000.00	
Expenditure	Works Depot Tottenham Buildings M & R	3,000.00	
Expenditure	Works Depot Lake Building M & R	- 3,000.00	
Expenditure	Health Administration Advertising Other	- 14,000.00	
Expenditure	Health Administration Advertising Other	4,000.00	
Expenditure	Town Planning Professional Services	- 20,000.00	
Expenditure	Town Planning Salaries	20,000.00	
Expenditure	Works Depot Security	2,000.00	
Expenditure	Works Depot Other Expenses	- 2,000.00	
Expenditure	Engineering Operations Professional Services	6,300.00	
Expenditure	Engineering Emp Costs Salary and Wages	- 2,550.00	
Expenditure	Engineering Administration Costs	- 3,750.00	Centroc Electricity Contract Admin
Expenditure	Regional Roads Maintenance	- 10,000.00	
Expenditure	Regional Bridges Maintenance	10,000.00	
Expenditure	Costs for CleanTeq pipeline proposal	30,000.00	
Expenditure	GM Staff Training	6,000.00	
Expenditure	GM Emp Costs Staff Survey	- 4,000.00	
Expenditure	GM Community Consultation	- 2,000.00	
Expenditure	Elected Members - Donation of Rates	1,660.00	
Expenditure	123 Officers Parade	100,000.00	restump house
Expenditure	Condobolin Tennis Club Building	50,000.00	
Expenditure	Kiacatoe, Burcher, Fifield, Vermont Hill Halls M & R	36,000.00	
Expenditure	Willowbend gym building M & R	15,000.00	
Expenditure	Condobolin Scoping Study Sewerage Treatment Plant	- 146,720.00	Budget overstated and some spent 2019
Expenditure	Gravel Pit Review	140,000.00	
Expenditure	Health Administration Professional costs	30,000.00	Randall Place
Expenditure	Ex-Bowling Club - rates	2,906.00	Currently no budget
Expenditure	Ex-Bowling Club -water	300.00	Currently no budget
Expenditure	Ex-Bowling Club -grounds M&R	500.00	Currently no budget

Expenditure	Flood Mitigation study, final costs	10,000.00	
		<b>931,622.00</b>	
Expenditure - capital	Library Special Projects	16,561.00	Local Priority Grant 19/20 increase
Expenditure - capital	Condobolin - SRA Show Ring/AFL/Cricket - Irrigation Upgrade	- 10,000.00	
Expenditure - capital	Shade Sales VPA	- 10,000.00	
Expenditure - capital	Lake Cargelligo - Showground Amenities & Stables	209,715.00	
Expenditure - capital	Tottenham - Racecourse Shade Structure & Coolroom	116,825.00	expenditure offset by grant/trf from reserve
Expenditure - capital	Lake Walkway Stage 3	- 18,049.00	Resolution 2019/362
Expenditure - capital	Tullibigeel - Sportsground Lighting	120,821.00	expenditure offset by grant/trf from CDRV reserve
Expenditure - capital	Hill end Community centres capital works	- 200,000.00	no VPA contribution being made by CleanTeq
Expenditure - capital	Condobolin Truck Wash Renewal - Restart NSW 1406	181,075.71	
Expenditure - capital	Condobolin Tourism Precinct	215,000.00	
Expenditure - capital	Condobolin SRA & Lake replace Standpipes Drought Community Grant (50,000)	80,000.00	
Expenditure - capital	Condobolin Raw Water Standpipes Avonata (Gooloong, SRA)	- 20,000.00	
Expenditure - capital	Lake Cargelligo Standpipes Avonata	- 10,000.00	
Expenditure - capital	RFS - Burgooney Rural Fire Station	23,075.00	
Expenditure - capital	RFS - Manna Mount Rural Fire Station	143,845.00	
Expenditure - capital	Condobolin Tourism Precinct - Installation of Solar Lighting	16,476.00	Solar lights
Expenditure - capital	Lake Pool Amenities Upgrade	275,000.00	if BPF Grant gets up
Expenditure - capital	Residential Building Construction Lake Cargelligo	16,818.00	Retention Monies Lake House
Expenditure - capital	Sewer realignment at Meirase street units	86,000.00	
Expenditure - capital	Lake Cargelligo STP Lagoon Upgrade	46,000.00	
Expenditure - capital	Public Amenities capital works	- 3,000.00	Under threshold for capitalisation
Expenditure - capital	RTR Sched ID 4 -SR 11 Moire Vale Road	113,289.00	
Expenditure - capital	RTR Sched ID 2 Rodeo Drive/Grace Street Lake Cargelligo	230,767.00	
Expenditure - capital	RTR Sched ID 9 - SR 1029 Tullibigeel Road - extend seal 13km	1,271,762.00	
Expenditure - capital	RTR Maitland Street Intersection upgrade	76,924.00	Council's 10% funding for PCR project, remainder funded in 2020/2021
Expenditure - capital	RTR 2019-2024 Sched ID 3 - SR1033 Boreambie Rd, reconstruct & widen Ch 4280- 7200, 2.92k ex Kikiora Rd	34,000.00	
Expenditure - capital	RTR SR1033 Boreambie Rd reconstruct & widen Ch 5 - 850, 829m ex Kikiora Rd	- 234,000.00	
Expenditure - capital	NHS15 The Rippys Way ch 46000-56430 (8.81km) - widen seal Grant \$2.8M PCR - RNSW2188	- 784,374.00	Project part spent in 2018-2019
Expenditure - capital	Reseals	496,274.00	
Expenditure - capital	MR 231 Wyalong Road Repair Grant	800,000.00	
Expenditure - capital	Shirewide Backflow Prevention Devices	- 20,000.00	
Expenditure - capital	Condobolin Gooloong Creek Raw Water Pump Station Upgrade	20,000.00	
Expenditure - capital	Island Creek Bridge Retention Money	13,870.00	
Expenditure - capital	Lake Caravan Pk Shed	10,000.00	
Expenditure - capital	Buildings - Dwellings Capital Works Budget Allocation	- 71,000.00	
Expenditure - capital	Buildings - Capital Works - Budget Unallocated SRV Component	- 200,000.00	
		<b>3,037,960.71</b>	
Trf from Reserve	Tottenham remaining unallocated to Tottenham race course upgrade	-7951	Resolution 2019/362
Trf from Reserve	Tullibigeel Co-op Contribution	-10000	December Meeting
Trf from Reserve	Capital Improvements Reserve	-273000	only if BPF grant gets up for Lake Pool Amenities upgrade
Trf from Reserve	Capital Improvements Reserve	-16010	Retention Monies Lake House
Trf from Reserve	Sewer realignment at Meirase street units	86000	
Trf from Reserve	Lake Cargelligo STP Lagoon Upgrade	-46000	
Trf from Reserve	Sewer assets verification & capturing	-201850	Council resolution 2019/371
Trf from Reserve	Gravel Restoration Reserve - estimate life of pits	-140000	
Trf from Reserve	Flood Mitigation Grant - spent previous years	-88143.84	
Trf from Reserve	Flood Mitigation Study - spent previous years	-73104.3	
Trf from Reserve	Unspent FAG - Island Creek Bridge	-13870	
		<b>- 938,737.34</b>	

REVOTES

ALLOCATION	DETAIL	Trf from Amount	Trf to amount
Unspent Grants Reserve	Crown Lands - Management Plan	- 43,786.08	
Parks & Reserves Operating	Crown Lands - Management Plan		43,786.08
Unspent Grants Reserve	Lake Cargelligo - Showground Amenities & Stables	- 64,185.49	
Sports ground Capital Works	Lake Cargelligo - Showground Amenities & Stables		64,185.49
Unspent Grants Reserve	Tottenham - Racecourse Shade Structure & Coolroom	- 38,615.00	
Sports ground Capital Works	Tottenham - Racecourse Shade Structure & Coolroom		38,615.00
CDRV Reserve	Tullibigeal - Sportsground Lighting	- 100,000.00	
Unspent Grants Reserve	Tullibigeal - Sportsground Lighting	- 59,509.00	
Sports ground Capital Works	Tullibigeal - Sportsground Lighting		159,509.00
Unspent Grants Reserve	Condobolin SRA & Lake replace Standpipes Drought Community Grant	- 45,892.37	
Sports ground Capital Works	Condobolin SRA & Lake replace Standpipes Drought Community Grant		45,892.37
Unfinished Works Reserve	Condobolin Jockey's Memorial	- 90,000.00	
Tourism Capital Works	Condobolin Jockey's Memorial		90,000.00
Unfinished Works Reserve	Gum Bend Lake Amenities Building Refurbishment	- 73,800.00	
Caravan & Reserves Capital Works	Gum Bend Lake Amenities Building Refurbishment		73,800.00
Unspent Grants Reserve	Gum Bend Lake Play Equipment	- 20,000.00	
Parks & Reserves Capital Works	Gum Bend Lake Play Equipment		20,000.00
Unspent Grants Reserve	Children Services Mobile 2018 Unspent funds	- 18,678.00	
Children Services Operating	Children Services Mobile 2018 Unspent funds		18,678.00
Unfinished Works Reserve	Condobolin Office Roof	- 276,000.00	
Corporate Services Capital Works	Condobolin Office Roof		276,000.00
Unfinished Works Reserve	Buildings Dwellings SRV component	- 54,380.00	
Buildings Capital Works	Dwellings - Fixed Plant and Equipment Budget Allocation		54,380.00
Swimming Pool Reserve	Tottenham and Condo Pool Filter Separation	- 255,000.00	
Swimming Pool Capital Works	Condobolin Pool Filter Separation		80,000.00
Swimming Pool Capital Works	Tottenham Pool Filter Separation		175,000.00
Plant Reserve	Lake Cargelligo Depot Design	- 30,000.00	
Works Depot Capital Works	Lake Cargelligo Depot Design		30,000.00
Plant Reserve	Grader	- 406,000.00	
Plant Purchases - Heavy	Grader		406,000.00
Unspent Grants Reserve	Condobolin Community Recycling Centre - Net Waste Grant	- 46,229.00	
Waste Disposal Site Capital Works	Condobolin Community Recycling Centre - Net Waste Grant		46,229.00
Unfinished Works Reserve	Stormwater Upgrades	- 118,000.00	
Stormwater Capital Works	Busby Street - Pool Condobolin		118,000.00
Unfinished Works Reserve	Gravel Restoration	- 121,500.00	
Gravel Restoration works	Gravel Pits operational		121,500.00
Unspent Grants Reserve	Condobolin Sports Club Grant	- 60,177.00	
Economic Development Operating	Condobolin Sports Club Grant		60,177.00
		- 1,921,751.94	1,921,751.94

**2020 Reserve Movements**

Reserve Balances as at QBR 2

Sub Account	Opening Balance	2020 Annual Budget transfers in	2020 Annual Budget transfers out	Budget Revotes	QBR 1 adj trf in	QBR 1 adj trf out	YTD Balance	QB2 Budget adj tfr in	QB2 Budget adj tfr out	Proposed Balance
<b>Other Reserves</b>										
<b>19550 - Other Reserves</b>										
9550 - Reserve ELE	1,955,000	25,000	0	0	1,270,000		3,250,000	0		3,250,000
9551 - Reserve Unexpended Grants	2,207,098	0	200,000	397,072	0		1,610,026	0	68,144	1,541,882
9552 - Reserve Uncompleted Works	4,212,946	0	0	733,680	0		3,479,266	0	86,975	3,392,291
9553 - Reserve Election	30,000	20,000	0	0	0		50,000	0		50,000
9554 - Reserve Chabes/Computers	78,481	0	0	0	0		78,481	0		78,481
9555 - Reserve Meals on Wheels	65,319	0	0	0	0		65,319	0		65,319
9556 - Reserve Town Planning	32,653	0	0	0	0		32,653	0		32,653
9557 - Reserve Cemetery	6,927	0	0	0	0		6,927	0		6,927
9558 - Reserve Plant	3,971,291	0	328,266	436,000	0		3,207,025	0		3,207,025
9559 - Reserve Housing & Development	1,095,308	80,000	0	0	0		1,175,308	0		1,175,308
9562 - Reserve Swimming Pools	397,962	0	125,000	255,000	0		17,962	0		17,962
9563 - Reserve Retirement Village Proceeds	1,307,740	0	62,000	100,000	0		1,145,740	0	17,951	1,127,789
9568 - Reserve Aerodromes	149,849	5,000	19,281	0	0		135,568	0		135,568
9570 - Reserve Gravel Restoration Reserve	594,594	0	0	0	0		594,594	0	140,000	454,594
9571 - Reserve Gum Bend Lake	26,403	35,610	0	0	0		62,013	0		62,013
9572 - Reserve HACC	25,000	0	0	0	0		25,000	0		25,000
9575 - Reserve Domestic Waste Management	160,607	0	0	0	0		160,607	0		160,607
9576 - Reserve Capital Improvements	670,000	0	0	0	0		670,000	0	291,818	378,182
9577 - Reserve Tip Restoration	160,466	0	0	0	0		160,466	0		160,466
9580 - Reserve Stormwater Drainage	420,052	52,998	0	0	0		473,050	0		473,050
9582 - Reserve Condobolin Main Street Improve	104,261	0	0	0	0		104,261	0		104,261
9583 - Reserve FAG GP Grant Rec'd in Advance	2,962,142	0	0	0	0		2,962,142	0		2,962,142
9586 - Reserve Waste Management Improvements	207,261	20,000	0	0	0		227,261	0		227,261
9587 - Reserve Depot Improvements	138,553	0	0	0	0		138,553	0		138,553
9589 - Reserve Section 94 Contributions	170,548	21,660	0	0	0		192,208	0		192,208
29550.9578 - Water Supply Reserve	7,545,160	0	3,174,949	0	0		4,370,211	0		4,370,211
39550.9578 - Sewer Supply Reserve	7,132,059	0	1,074,224	0	0	45,000	6,012,835	0	333,850	5,678,985
<b>19550 - Other Reserves Total</b>	<b>35,827,680</b>	<b>260,268</b>	<b>4,983,720</b>	<b>1,921,752</b>	<b>1,270,000</b>	<b>45,000</b>	<b>30,407,476</b>	<b>0</b>	<b>938,737</b>	<b>29,468,739</b>

LACHLAN SHIRE COUNCIL  
 PROJECTS FUNDING SUMMARY - CONDOBOLIN DISTRICT RETIREMENT VILLAGE RESERVE  
 13/01/2020

Job Ref	Project/Job	Est Cost	Proposed Funding sources					Spent 2017/2018	Spent to Date 2018/2019	Spent to Date 2019/2020	TOTAL SPENT TO DATE	% of Budget Spent	Remaining CDRV Reserve at 13/01/2020
			CDRV Reserve	Other Reserves / Sales	General Revenue	Community Contrib	Grants						
	<b>Albert</b>												
	Unallocated	\$ 100,000	100,000				-	-		-	0%	100,000	
		\$ 100,000	100,000	-	-	-	\$ -	\$ -		\$ -	0%	100,000	
	<b>Burcher</b>												
	Unallocated	\$ 100,000	100,000				-	-		-	0%	100,000	
		\$ 100,000	100,000	-	-	-	\$ -	\$ -		\$ -	0%	100,000	
	<b>Condobolin</b>												
2473	Library Building Upgrade/Extension Scott Street - Residential Subdivision - returned in QBR 3 19	\$ 720,000	520,000				200,000	State Library	477,528	156,594	634,122	88%	85,863
2431	Bathurst St Beautification	\$ 1,600,000	463,000	1,137,000					25,249	12,038	37,287	2%	455,694
2857	SRA Showground - Perimeter Fence	\$ 63,612	50,500		13,112				63,612		63,612	100%	-
2742	Adventure Park Construction	\$ 24,500	24,500						24,500		24,500	100%	-
2283	Cemetery K&G, Sealing 2017-2018	\$ 435,000	372,000		63,000				430,863	-	435,000	100%	-
2527	Ex Bowling Club Demolition	\$ 140,000	100,000		40,000				80,876	112,847	193,723	138%	-
2705	Street Trees	\$ 50,000	50,000						-	-	-	0%	50,000
2764	Street Trees	\$ 80,000	80,000						-	36,423	36,423	46%	43,577
		\$ -											
		\$ 3,113,112	1,660,000	1,137,000	116,112	-	200,000		\$ 1,102,628	\$ 317,903	\$ 1,424,667	46%	635,133
	<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	-	52,044	104%	-
2858	Foster St Beautification	\$ 303,000	200,000		103,000				-	38,882	38,882	13%	161,118
2505	Adventure Playground	\$ 200,000	200,000						203,269	-	203,269	102%	-
2285	Sportsground Upgrade	\$ 150,000	150,000						35,904	125,945	161,849	108%	-
2434	Sportsground Irrigation	\$ 105,076	100,000		5,076				-	106,985	106,985	102%	-
		\$ 808,076	700,000	-	108,076	-	-		\$ 291,218	\$ 271,812	\$ 563,029	70%	161,118
	<b>Tullibigeal</b>												
2774	Recreation Ground Lighting	\$ 297,975	100,000		17645		\$ 180,330		-	-	-	-	100,000
2772	Exercise Equipment	\$ 55,000	55,000						-	-	48,030	87	6,970
	Tullibigeal Co-Op Improvements	\$ 10,000	10,000										10,000
	Unallocated	\$ 35,000	35,000						-	-	-	0%	35,000
		\$ 397,975	200,000	-	17,645	-	180,330		\$ -	\$ -	\$ 48,030	12%	151,970
	<b>Tottenham</b>												
2135	Swimming Pool Replace Amenities	\$ 621,000	189,550		100,000	150,000	181,450		168,073	613,904	781,977	126%	-
	Tottenham Community Tent	\$ 2,499	2,499						-	2,499	-		-
2775	Tottenham Racecourse upgrade	\$ 7,951	7,951						-	-	7,951	100%	-
		\$ 631,450	200,000	-	100,000	150,000	181,450		\$ 168,073	\$ 616,403	\$ 789,928	125%	-
	<b>TOTALS</b>	\$ 5,250,613	3,060,000	1,137,000	341,833	150,000	561,780		3,123,838	2,412,234	5,651,308	108%	1,248,222

**9 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT**

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

**TRIM Number:** R20/3

**Author:** Manager- Town Planning

<b>Applicant</b>	Mineral Hill Pty Ltd
<b>Proposal</b>	<p>Alterations to Mining at Mineral Hill including extraction and reprocessing of tailings, construction of new tailings storage facility wall and rehabilitation of old tailings facility.</p> <p>The modifications include;</p> <ul style="list-style-type: none"> <li>• Extraction of tailings from Tailings Storage Facility 1 (TSF1).</li> <li>• Reprocessing of extracted tailings using the existing, approved processing plant.</li> <li>• The use of the existing approved Tailings Storage Facility 2 (TSF2) for permanent storage of reprocessed tailings.</li> <li>• The use of extracted embankment material from TSF1, as well as waste rock material from elsewhere within the Mine Site, for construction of upstream lifts on TSF2.</li> <li>• The rehabilitation of the TSF1 footprint.</li> </ul>
<b>Land Details</b>	<p>Lot 29 DP 48513,                  Lot 25 DP 257304,                  Lot 7003 DP 1153817,                  Lots 20 &amp; 21 DP 754019,                  Lot 1 DP 722357,                  Lot 9 DP 754019 and                  Crown Road</p>
<b>Owners</b>	<p>Jeffery James Kirk (Lots 29 &amp; 25)                  Crown (Lot 7003) – no title issued                  State of NSW (Lots 20 &amp; 21)                  Her Most Gracious Majesty Queen Elizabeth the Second (Lot 1)                  Phillip Arthur Heinrich (Lot 9)                  Crown Road</p>
<b>Exhibition/Notification</b>	28 Days
<b>Number of Submissions</b>	0
<b>Zoning</b>	RU 1 Primary Production
<b>Land Use Description</b>	Open Cut Mine
<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>	Modification to Designated Development
<b>Recommendation</b>	Approval subject to conditions



**PURPOSE**

The purpose of this report is to seek Council’s determination of a Modified Development Application (Section 4.55(2)) which seeks approval for Alterations to Mining (originally Designated Development) at Mineral Hill including extraction and reprocessing of tailings, construction of new tailings storage facility wall and rehabilitation of old tailings facility - at Lot: 7 DP: 754019, Lot: 1 DP: 722357, Lot: 29 DP: 48513, Lot: 25 DP: 257304, Lot: 9 DP: 754019, Lot 7300 DP 1153817, Condobolin. As shown in the figure below.

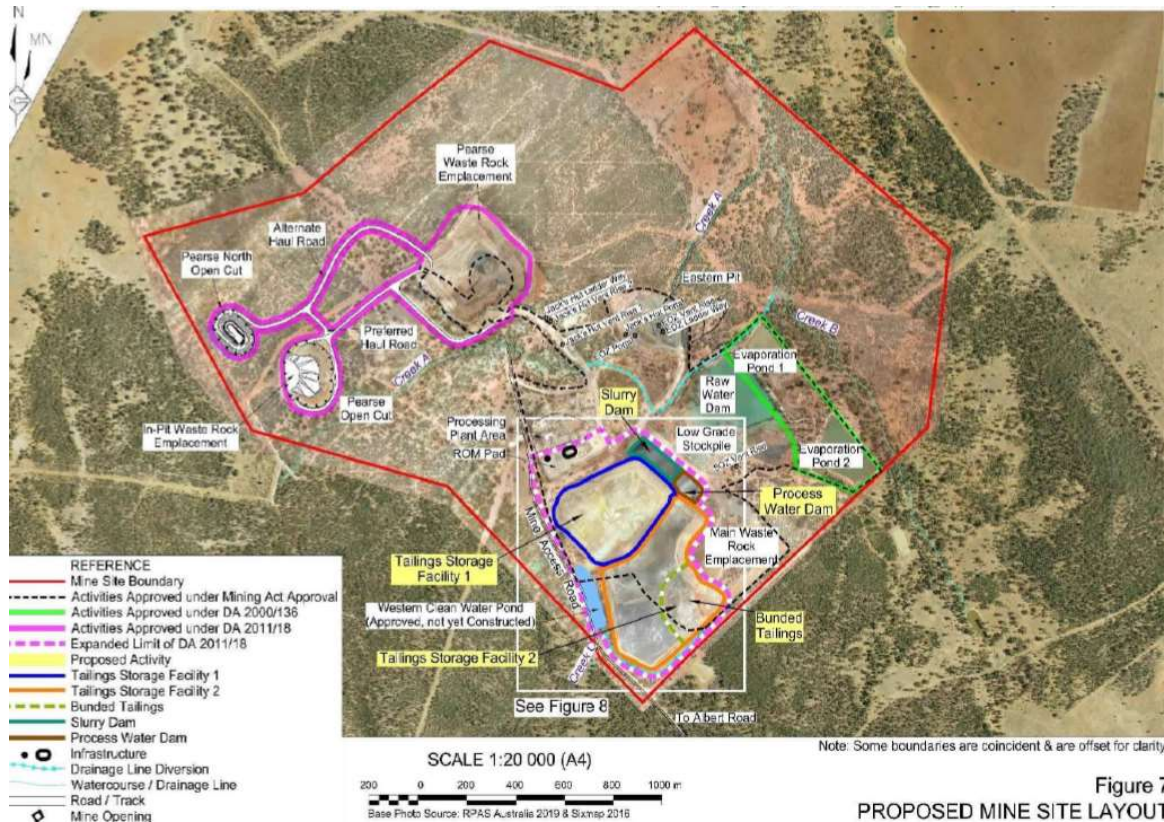


Figure: Figure 7 of Modification to Development Application Assessment showing proposed mine site layout

**SUPPORTING INFORMATION**

Modification to Development Application Assessment completed by Integrated Consulting – Town and Bushfire Planning.

Recommended Conditions of Approval (with additional conditions shown in **bold** and deletions identified by ~~strike through~~).

Plans of the proposed modification.

**BACKGROUND**

A Section 4.55(2) modification application, to amend the Development Consent to DA2017/55 has been received by Council.

The Proposed Modification would result in the recommencement of mining operations at the Mineral Hill Mine for a further period of three years. A further 12 months would be required to complete Tailing Storage Facility (TSF) 1 footprint rehabilitation activities. As a result, the modification would extend works on site by approximately 4 years.

The assessment report, attached to this report, includes a brief history of operations and approvals. The Part 5 Approval, for the original operation of the mine, was approved 26 February 1988, for the area shown in the figure below:

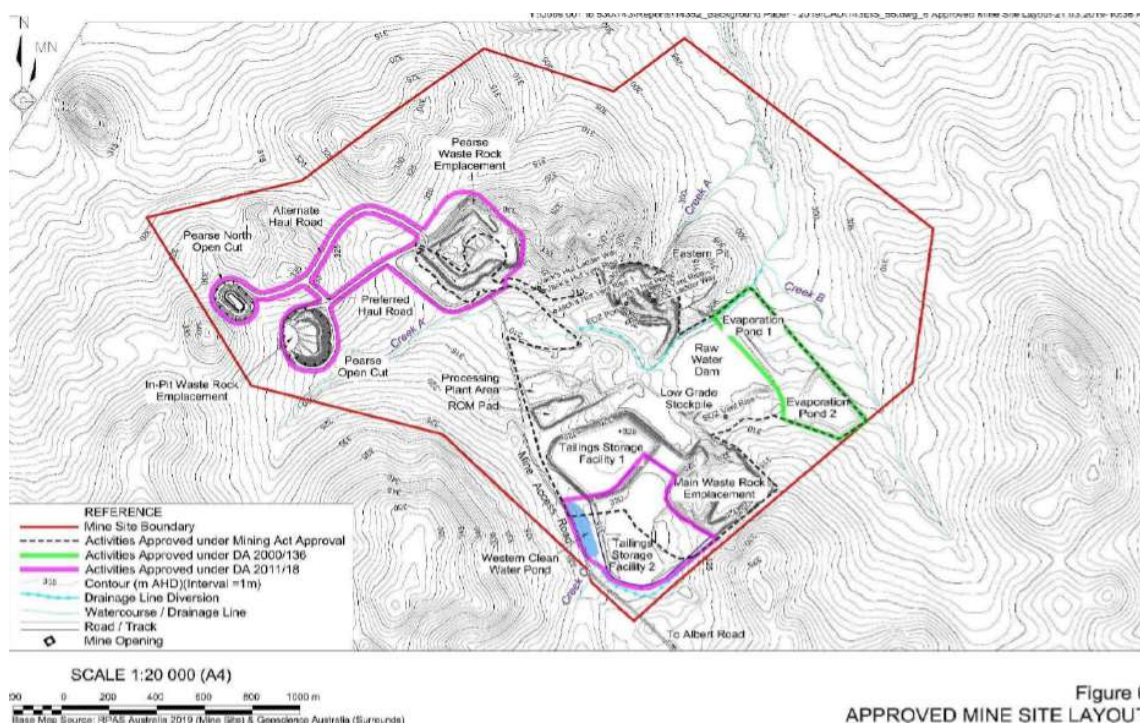


Figure: Figure 6 of Modification to Development Application Assessment showing Part 5 Approved mine site layout.

DA 2011/18, which related to Lot: 1 DP: 722357, Lot: 29 DP: 48513, Lot: 25 DP: 257304, PLT: 9 DP: 754019, was approved 31/10/2011 for

*“Mining to construct and use the Pearse Open Cut to extract gold ore for processing within the existing, approved processing plant. Ancillary activities for which approval is sought would include construction and use of the Pearse Waste Rock emplacement for management of waste rock from the Pearse Open Cut, the Southern Tailings Storage Facility for the management of tailings from the Pearse Open Cut and other approved mining areas at Mineral Hill and, associated infrastructure, including a haul road and water management structures.”*

DA2011/18 Modification 2016 (Modification 2) was approved 17/11/2016 for “Modification of DA 2011/18 Pearse (North) Open Cut”.

For context Tailings Storage Facility (TSF) 1 was constructed in 1988 and all tailings associated with production from 1988 to early 2013 were deposited within this facility. Poor gold recovery during processing operations in that period resulted in a significant amount of gold being sent to the tailings in TSF1. TSF2 was commissioned in January 2013 and since that date all tailings have been deposited into that facility.

Mineral Hill Pty Ltd (wholly owned subsidiary of Quintana MH Holdings LLC) acquired the Mine Site from the receivers of KBL Mining Ltd in late September 2018.

**ISSUES AND COMMENTS**

The likely impacts of the proposal have been addressed in full through the assessment report found in Attachment 1. The key considerations are outlined below:

Access, Transport & Traffic

The existing approved development includes:

- Light Vehicles- average daily vehicle movements of 92 light vehicle movements (46 return trips).
- Heavy Vehicles – average four (4) heavy vehicle movements (2 return trips) per day.
- Transportation off site is limited to between 7:00am and 10:00pm, seven days a week.

The modification will involve the following traffic generation:

- Light vehicles – between 10 and 20 movements (5 to 10 return trips) per day associated with employees. Travelling to and from work. This is likely to be further reduced as the Applicant proposes to use a light bus to transport workers to and from site.
- Heavy vehicles – Up to 10 movements (5 return trips) per week associated with the delivery of reagents or diesel and armoured vehicle transport of gold ore. On many days there will be no heavy vehicle movement.

The modification will not operate at the same time as the previously approved mining of the site. Therefore in summary the development traffic as a result of the modification will not exceed existing approved limits and is not expected to have an adverse impact on the capacity, functioning or safety of the local road network.

### Water

The Applicant currently holds a Water Access Licence (WAL 29058) and associated Works Approval 80WA715618 for the extraction of groundwater up to 630ML/year from underground mine workings at the Mineral Hill mine site.

The Applicant estimates that groundwater recharge into the underground workings is approximately 189ML/year.

Approximately 238ML of water is currently stored in dams on the mine site, most of which is contained in the Raw Water Dam. This dam captures runoff from the plant and processing area and receives water pumped from underground workings.

The Process Water Dam captures runoff from the Tailings Storage Facilities. The Applicant notes that these water sources have been tested and confirmed as being suitable for use in the Proposed Modification.

A Water Balance was prepared for the modification by GHD under a range of rainfall scenarios. It assumed the rainfall equivalent to the driest year recorded at the Wilmatha Weather Station (1968 to present). In the worst-case scenario, approximately 130ML per year of water from the underground workings would be required. In the unlikely event that insufficient water is available for processing operations, the site would cease processing operations.

Natural Resources Access Regulator (NRAR) was consulted in the process of the modification assessment. NRAR are satisfied with the water balance provided, subject to the underground yield reliability being verified due to the reliance on this supply. In this regard, the verification of the underground yield reliability is to be addressed in the monitoring program and annual water balance review. Furthermore, a contingency plan is also to be developed in the event inadequate water supply is available.

NRAR has also advised that they support the installation of new monitoring bores to monitor groundwater impacts from the tailings storage facility. It is recommended that the Water Management Plan to be updated to include the location of the bores and the parameters to be monitored to enable monitoring against the NSW Aquifer Interference Policy (AIP) to not reduce the beneficial use category of the groundwater source beyond 40m from the activity. Additional conditions have been recommended to deal with these matters.

### Noise and Vibration

There is no significant change as a result of the modification from currently approved. The development is regulated by an Environment Protection Licence from the Environment Protection Authority (EPA) which controls noise pollution. The EPA has not raised any issues with noise generation or vibration associated with the proposed modification. In addition, there are a number of

existing conditions within the approval that relate to noise and they will not be altered as a result of the proposed modification.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The existing Voluntary Planning Agreement (VPA) will remain in place as per Condition 7 of the consent and is not modified by the proposal.

Condition No. 7 of the consent states (as relevant):

*“7. The applicant is to comply with the terms and conditions agreed to in a Voluntary Planning Agreement (VPA) between Kimberley Metals and Lachlan Shire Council in relation to this application. Any proposed changes to the VPA must be negotiated with Council and formulated into a new VPA. Legal costs associated with the development of a new VPA are to be shared by the applicant and Council. No works are to commence onsite until the VPA is signed by both parties.”*

### **LEGAL IMPLICATIONS**

The application has been assessed in accordance with the relevant legislation. 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**

The Section 4.55(2) application was advertised for a period of 28 days in accordance with the *Environmental Planning Regulation 2000* and Lachlan Development Control Plan 2018. No submissions were received during the notification period.

The Section 4.55 (2) application was referred to required agencies, including those required to issue General Terms of Approval (GTA's). The matters identified as part of the responses and a copy of the full response can be found in Attachment 1 - Modification to Development Application Assessment. The revised GTA's have been attached to the draft conditions of consent - Attachment 2 (as required).

### **OPTIONS**

1. Approve the Section 4.55(2) Application subject to the recommended conditions of consent provided in **Attachment 2**.
3. Refuse the Section 4.55(2) Application and provide reasons for Council's refusal.

### **CONCLUSION**

DA2011/18.3 seeks approval for a Section 4.55 (2) Modified Development Application for Alterations to Mining at the site known as Mineral Hill Mine, including extraction and reprocessing of tailings, construction of new tailings storage facility wall and rehabilitation of old tailings facility. The modification would result in the recommencement of mining operations at the Mineral Hill Mine for a further period of three years, with an additional 1 year of site rehabilitation works.

The purpose of this report is to seek Council's determination of the Modification to Designated Development. The Modification was assessed by an external planning consultant. The planning consultant is recommending approval, subject to conditions (see Attachment 2).

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

4.2 Strong effective and Responsive Council

**ATTACHMENTS**

**Nil**

**RECOMMENDATION**

That:

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

## 9.2 ABORIGINAL PROTOCOL / GUIDELINE

**TRIM Number:** R20/1

**Author:** Community Engagement & Communications Officer

### PURPOSE

To develop a protocol to enable Council to acknowledge, consult and engage with Aboriginal people effectively, respectfully and with cultural sensitivity.

### SUPPORTING INFORMATION

N/A.

### BACKGROUND

In the 2016 Census, Aboriginal and/or Torres Strait Islander people made up 17.7% of the Lachlan Shire population. There are cultural differences between Aboriginal and non-Aboriginal community members, requiring sensitivity and acknowledgement. Cultural protocols are customs, values, and codes of behaviour that are important to a particular cultural group. Protocols provide guidance on how to treat and work with people in a respectful and useful way.

Observing Aboriginal cultural protocols demonstrates respect for the cultural traditions, history and diversity of that community and acknowledges that the protocols of this community are as equally valid and worthy of respect as the cultural protocols of other communities.

A protocol will lead the way to better engagement by Council with the Aboriginal people within our community and a more beneficial outcome for all Shire residents. It would foster a better understanding of Aboriginal people by other community sectors.

Local Government NSW, along with the NSW Office of Local Government, the NSW Aboriginal Land Council, Aboriginal Affairs NSW and NSW Department of Planning, Industry and Environment, have developed a resource kit and website called "Collaborate NSW".

All councils are being encouraged to use this resource as a starting point from which to strengthen engagement with local Aboriginal communities. It is designed to assist councils to work with local Aboriginal communities and organisations to develop locally-driven engagement strategies and methods, to provide opportunities for inclusive decision-making, and access the contribution of Aboriginal peoples to the development of sustainable local communities.

Further, the guiding principles of the Local Government Act 1993, set out in Section 8(a), require Council decision-making to recognise diverse local community needs and interests and consider social justice principles.

### ISSUES AND COMMENTS

The aim of the protocol/guideline would be to unite the community and therefore extensive community consultation would be undertaken to ensure that all community members were aware of the protocol/guideline and have input into the preparation of the protocol/guideline.

Some of the things expected to be covered by the protocol/guideline include:

- Understanding Aboriginal identity and the appropriate terminology (e.g. always use a capital 'A' for Aboriginal and capitals 'T', 'S' and 'I' for Torres Strait Islander. Refer to Aboriginal people as "Aboriginal people" and not "Aborigine", etc.);
- Outlining significant ceremonies and determining when/how they will be performed;
- Outlining significant dates and events;
- Outlining when the Aboriginal flag will be flown and the height of the flag on the mast during significant events and the rules of flag precedence with other flags (e.g. Australian national flag, New South Wales Flag, etc.);

- Gender protocols;
  - Sacred Sites and confidentiality;
  - Naming and showing images of deceased Aboriginal people including when/how Council uses disclaimers to alert Aboriginal people;
  - Getting permission from Aboriginal communities;
  - Ownership, Copyright, Cultural and Intellectual Property;
  - Outlining how Council will deal with “sorry business” (passing of a family or community member) in terms of Aboriginal staff;
  - Protocol around the acknowledgement of Aboriginal people in media releases;
  - Appropriate consultation methods with Aboriginal people within our community – when/how, etc.; and
1. Methods (email signatures, website acknowledgements, displays within Council buildings, etc.) by which Council will acknowledge the traditional owners of the land.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The protocol/guideline will be prepared by Council staff and therefore no financial or resource implications are expected beyond the existing operational budget.

### **LEGAL IMPLICATIONS**

The preparation of the protocol/guideline will assist Council and Council staff in understanding the important protocols when working with, consulting with and acknowledging local Aboriginal communities.

### **RISK IMPLICATIONS**

Council may suffer reputational risk if appropriate protocols are not established and this may alienate members of the Lachlan Shire community.

Another possible risk is that other members of the community may not understand the reasoning behind the establishment of the protocol and therefore extensive community consultation will be required to ensure that people understand why Council is preparing the protocol / guideline.

### **STAKEHOLDER CONSULTATION**

Council will consult with local Aboriginal groups and community leaders including the Wiradjuri Study Centre, Local Aboriginal Land Councils (LALCs) and the Condobolin Aboriginal Health Service. The wider community will also be informed about the process and outcomes.

### **OPTIONS**

1. Council endorse the development of an Aboriginal protocol/guideline
2. Council decide not to proceed with the preparation of the protocol/guideline and provide reasons for this decision

### **CONCLUSION**

It is recommended that Council prepare an Aboriginal protocol/guideline to better consider, respect and engage with the Aboriginal members of our community. The aim is to strengthen the relationship between Council and Aboriginal people, and between different groups within the Lachlan Shire community.

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

- 1.1 Connecting with our Aboriginal Communities.

4.2 Strong effective and Responsive Council

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That

1. The Director of Environment, Tourism and Economic Development Report No. R20/1 be received and noted.
2. Council endorse the preparation of an Aboriginal Protocol/guideline and that, once prepared, a draft Aboriginal Protocol/guideline be presented to Council for further consideration.



**9.3 DEVELOPMENT DATA - DECEMBER 2019 AND JANUARY 2020**

**TRIM Number:** R20/5

**Author:** Administration Coordinator - Environment, Tourism & Economic Development

**PURPOSE**

This report is to provide Council with information in relation to development activity occurring within the Shire during December 2019 and January 2020.

**SUPPORTING INFORMATION**

Councils Development Application Data.

**BACKGROUND**

**December 2019**

During the month of December 2019 there were two applications lodged with a value totalling \$35,000. Four (4) approvals were issued within this time.

***Development Applications and Complying Development Certificates Approved in December 2019.***

<b>Approval Number</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>	<b>Delegated Authority/Council</b>
2019/4	Industrial Shed-Council Depot	3-13 Galari Circuit, Condobolin	\$4 700 000	Approved - Council
2019/37	Pergola	31 Walker Street, Lake Cargelligo	\$32 000	Delegated Authority
2019/36	New Dwelling with attached Garage	80 Officers Parade, Condobolin	\$1 379 520	Delegated Authority
DA 2019/31	Front fence	1 Turner Street, Condobolin	\$8 835	Delegated Authority
<b>TOTAL</b>	<b>4</b>		<b>\$6 120 355</b>	

***Comparison to Previous Year: Applications Approved December 2018***

Total **Number** of Applications **approved in December 2018:** 1

Total **Value** of Applications **approved for December 2018:** \$120 000

**Development Applications and Complying Development Certificates Received in December 2019**

<b>Development Identifier</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>
DA 2019/39	Remediation works associated with asbestos contamination-Randall Place	Randall Place Condobolin	\$35 000
DA 2019/40	2020 Condo 750 3 Day Cross Country Navigational Rally	Various	\$0
<b>TOTAL</b>	<b>2</b>		<b>\$35 000</b>

**Comparison to Previous Year: Applications Received December 2018**

Total Number of Applications received in December 2018: 2

Total Value of Applications received for December 2018: \$32 999

**January 2020**

During the month of January 2020 there were four (4) applications lodged with a value totalling \$241,000. Five (5) approvals were issued within this time.

**Development Applications and Complying Development Certificates Approved in January 2020.**

<b>Approval Number</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>	<b>Delegated Authority/Council</b>
CDC 2020/1001	Erection of a single storey studio	44 Busby Street Condobolin	\$36,000	Delegated Authority
DA/2019/18	Outdoor recreation (motorbike racing track)	959 Nyngan Road, Condobolin	\$0	Delegated Authority
DA/2019/19	Outdoor recreation (motorbike racing track)	390 Carawatha Road, Condobolin	\$0	Delegated Authority

DA/2019/20	Outdoor recreation (motorbike racing track)	657 Gleninga Road, Condobolin	\$0	Delegated Authority
DA/2020/1	Boundary Adjustment	1793 Bimbella Road, Kiacatoo	\$0	Delegated Authority
<b>TOTAL</b>	<b>5</b>		<b>\$36,000</b>	

**Comparison to Previous Year: Applications Approved January 2019**

Total **Number** of Applications **approved in January 2019**: 6

Total **Value** of Applications **approved for January 2019**: \$572 700

**Development Applications and Complying Development Certificates Received in January 2020**

Development Identifier	Development Description	Location	Value
DA 2020/1	Boundary Adjustment	1793 Bimbella Road Kiacatoo Condobolin	\$0
DA 2020/2	Alterations and Additions – Self Storage Facility	Hay Street Condobolin	\$200 000
CDC 2020/1001	Erection of a single storey studio	44 Busby Street Condobolin	\$36 000
CDC 2020/1002	Demolition – Residential Dwelling	61 Foster Street Lake Cargelligo	\$5 000
<b>TOTAL</b>	<b>4</b>		<b>\$241 000</b>

**Comparison to Previous Year: Applications Received January 2019**

Total Number of Applications **received in January 2019**: 3

Total Value of Applications **received for January 2019**: \$98 700

**Processing Times for Approvals**

A total of 22 approvals have been issued this financial year at an average of 27 days, which is within the legislative timeframe for approvals and well below the average net days taken to determine a DA across all NSW Councils.

**ISSUES AND COMMENTS**

No foreseeable issues.

**FINANCIAL AND RESOURCE IMPLICATIONS**

All fees associated with the applications referred to herein have been paid.

**LEGAL IMPLICATIONS**

None anticipated.

**RISK IMPLICATIONS**

Council has assessed all applications against relevant legislation to minimise Council's exposure to risk.

**STAKEHOLDER CONSULTATION**

Regular consultation and engagement with applicants of Development Applications and Complying Development Certificates occurs during the pre-lodgement, assessment and approval stages of each application in line with legislation and Council's planning instruments. Council also often engages with the community and adjoining owners in respect of applications.

**OPTIONS**

1. Receive and note the report.

**CONCLUSION**

Development Application and Complying Development Certificate approved data reveals a total development value of \$5,390,641 for applications approved in the 2019/2020 financial year.

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

Build Civic Leadership and Pride

4.7 Strong Effective Council

**ATTACHMENTS**

I

**RECOMMENDATION**

That Council:

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

## 9.4 LACHLAN RIVER FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN

**TRIM Number:** R20/10

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

### PURPOSE

The purpose of this report is to seek endorsement from Council for the adoption of the Lachlan River (Condobolin) Floodplain Risk Management Study and Plan.

### SUPPORTING INFORMATION

Lachlan River Floodplain Risk Management Study and Plan – Report (Rev. 1.2)

Lachlan River Floodplain Risk Management Study and Plan – Figures and Appendices (Rev. 1.2)

Condobolin Draft Floodplain Risk Management Plan – Independent Review (Rev. 1)

The independent review is attached. Hardcopies of the other Reports and Appendices will be provided under separate cover and will be uploaded to Council's website (once endorsed by Council).

### BACKGROUND

Numerous flooding events along the Lachlan River have caused major complications to road access, damage to Council's assets and inundation of private property. These flood events have brought about the need for the Floodplain Risk Management Committee to be convened to develop options and move forward with mitigating the risk of flooding events. This committee consists of members from the Lachlan Shire Council (staff and elected members), the Office of Environment and Heritage and the NSW State Emergency Service.

Lyall and Associates, under the guidance of the Floodplain Management Committee, prepared a Floodplain Risk Management Study and Plan to adequately prepare for the impacts of future flooding events in and around Condobolin. This study and plan looked to identify, assess and compare various risk management options and consider opportunities for environmental enhancement as a means of mitigation. It also looked to provide the information and data required to adequately undertake forward planning for flood prone land.

As outlined in the introduction of the Floodplain Risk Management Study and Plan prepared by Lyall and Associates:

*“The overall objectives of the Floodplain Risk Management Study (FRMS) were to assess the impacts of flooding, review existing Council policies as they relate to development of land in flood liable areas, consider options for the management of flood affected land and to develop a draft Floodplain Risk Management Plan (FRMP) which:*

- i) Proposes modifications to existing Council policies to ensure that the development of flood affected land is undertaken so as to be compatible with the flood hazard and risk.*
- ii) Proposes Flood Planning Levels for the various land uses in the floodplain.*
- iii) Sets out the recommended program of works and measures aimed at reducing over time, the social, environmental and economic impacts of flooding.*
- iv) Provides a program for implementation of the proposed works and measures.*

*The FRMS focusses on Main Stream Flooding from the Lachlan River and its major tributaries (namely Goobang Creek) and Major Overland Flow (areas which occur in the urbanised parts of the town, as well as the presently undeveloped areas immediately to its north. Flooding problems on the Major Overland Flow paths arise from surcharges of the trunk drainage systems, which comprise a mix of natural depressions, pipes, culverts and open drains.”*

To ensure that the study and plan provided the best outcomes for Council and the community, an independent review of the study and plan was undertaken by Geoff Craig & Associates (GCA). A copy of that review is attached.

At the ordinary meeting of Council on 11 December 2019, Council resolved:

*“That Council defer the report to the next Council meeting with clarification on the impacts of the recommendation.”*

## ISSUES AND COMMENTS

Owing to the low and flat terrain at Condobolin, flooding patterns on the Lachlan River floodplain are complex, particularly during large flood events. This has brought about the need for a comprehensive study and plan to minimise the effects of future floods. Not only is this a necessity for numerous residents to have such a plan in place, it is also a pivotal outcome of the NSW Government’s Flood Prone Land Policy. This policy outlines Council has two key responsibilities:

- Local councils carry out studies to understand flood risk. They keep the community informed about flooding, support emergency management planning, and examine options to manage flood risk.
- Local councils take flooding into account when controlling the development of flood-prone land, and in carrying out management actions including the investigation, design, construction, operation and maintenance of flood mitigation works.

Lyll and Associates recommended that the following measures be undertaken to achieve reduced flood risk for both existing and future developments:

- Measure 1 – Planning and development controls for future development in flood prone areas.
- Measure 2 – Update wording in Lachlan LEP 2013, as well as rezone R5 Large Lot
  2. Residential land that is subject to high hazard flooding conditions to RU1 Primary
  3. Production.
- Measure 3 – Improvements in flood emergency response planning.
- Measure 4 – Increase public awareness of the risks of flooding in the community.
- Measure 5 – Installation of telemetered stream gauge on Goobang Creek at location
  4. of Mulgutherie Road crossing south of Ootha.
- Measure 6 – Commission condition assessment survey of the Willow Bend Village
  5. Ring Levee by the NSW Public Works Advisory.
- Measure 7 – Design and construction of minor improvement works to Willow Bend
  6. Levee to rectify known deficiencies, as well as any others identified as part of
  7. Measure 6.
- Measure 8 – Include No. 4 Molong Street and No. 11 Mooney Street in Voluntary
  8. House Raising Scheme.

Each of the measures recommended by Lyll and Associates is described below, along with the outcomes of the peer review undertaken by GCA.

### Measure 1 – Planning and development controls for future development in flood prone areas

Lyll and Associates are of the view that the results of the Floodplain Risk Management Study require a strong floodplain management planning regime to be implemented by Lachlan Shire Council, which will need to be applied consistently by all branches of Council.

Lyll and Associates recommend that Council look at adopting a draft *Flood Policy*, to develop flood related controls for future development in flood prone land.

### *Peer Review Comments*

In terms of this recommendation from Lyll and Associates GCA make the following comment:

*“A flood policy is an internal guideline document that states Council’s preferred treatment of all flood issues and seeks to manage the full spectrum of risk. The process for amending a flood policy is not controlled by legislation. However, generally, it should be supported by the Floodplain Risk Management Committee in accordance with the guidelines given by the Floodplain Development Manual 2005.*

*The Local Environmental Plan is a Planning Instrument under the Environmental Planning and Assessment Act (1979). Its primary function is to give permissibility to certain types of development and require the consideration of certain issues in the assessment of Development Applications made under Part 4 of the Act. There are also other Planning Instruments, namely State Environmental Planning Policies that also give permissibility to certain development types outside the terms of the LEP. For example, the Seniors Living SEPP may permit a retirement village subject to a Site Compatibility Statement, which requires a separate form of assessment that usually does, but may not include flooding. The process of amending an LEP is rigorous and ultimately, requires sign off from the Minister for Planning.*

*Guidance on the assessment of a development proposal against the provisions of the LEP is the providence of a Development Control Plan, which provides a balanced consideration to technical, economic, social and environmental issues following the statutory process under Section 3.43 of the EP&A Act (1979). The key word for a DCP is Guideline. Compliance with the provisions of a DCP is not mandatory, provided departures are well justified. Accordingly, DCPs cannot be absolutely relied on to prohibit development, but do offer grounds for Council to refuse an application if warranted by assessment. Amendment of a DCP must follow the statutory process given by the EP&A Act, however final sign off rests with Council.*

....

*It is recommended that the Draft Flood Policy (appropriately amended) be used to inform an amendment to the LDCP 2018.”*

Therefore, GCA agree with Lyall and Associates that Council needs to implement planning controls but that this should be done through an amendment to Council’s Development Control Plan (DCP), rather than the adoption of a flood policy that will sit outside of the current planning regime.

The process to amend Council’s DCP will be a separate process. All Council is being asked to consider, at this stage, is whether to look at adopting controls that manage development in flood prone areas and whether this be done through a flood policy (that sits outside the planning controls) or whether this is done through an amendment to Council’s DCP. The final flood policy or amended DCP will be the subject of a separate process, which will require public consultation.

Measure 2 – Update wording in Lachlan LEP 2013, as well as rezone R5 Large Lot Residential land that is subject to high hazard flooding conditions to RU1 Primary Production

Lyall and Associates have recommended changes to Clause 6.2 of Lachlan Local Environmental Plan 2013 which currently states:

*“6.2 Flood planning*

*(1) The objectives of this clause are as follows—*

- (a) to minimise the flood risk to life and property associated with the use of land,*
- (b) to allow development on land that is compatible with the land’s flood hazard, taking into account projected changes as a result of climate change,*
- (c) to avoid significant adverse impacts on flood behaviour and the environment.*

*(2) This clause applies to—*

- (a) land identified as “Flood Planning Area” on the Flood Planning Map, and*
- (b) other land at or below the flood planning level.*

*(3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development—*

- (a) is compatible with the flood hazard of the land, and*

(b) will not significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties, and

(c) incorporates appropriate measures to manage risk to life from flood, and

(d) will not significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses, and

(e) is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.

(4) A word or expression used in this clause has the same meaning as it has in the Floodplain Development Manual (ISBN 0 7347 5476 0) published by the NSW Government in April 2005, unless it is otherwise defined in this clause.

(5) In this clause—

*flood planning level means the level of a 1:100 ARI (average recurrent interval) flood event plus 0.5 metre freeboard.”*

Lyll and Associates are of the view that the current wording of Clause 6.2 in Lachlan LEP 2013 requires amendment. The effect of the proposed LEP amendment is to remove the reliance of the Flood Planning Map and broaden the definition of the Flood Planning Area to include the Major Overland Flow area.

In addition, Lyll and Associates have recommended that two (2) large areas of land that are located on the Lachlan River floodplain and that are currently zoned R5 Large Lot Residential be rezoned to RU1 Primary Production. Lyll and Associates state that this is because:

*“the land is subject to flooding during relatively frequent events and the flood risk in this area is considered to be too great. It is recommended that future development of this type be concentrated to the north of the township in the areas that are presently zoned R5 Large Lot Residential in Lachlan LEP 2013.”*

#### Peer Review Comments

GCA make the following comments in relation to this recommendation from Lyll and Associates:

*“It is noted that many other LEP’s do not have a reference to a Flood Planning Map. While the deletion of the definition of Flood Planning Level being the 1:100 ARI flood event plus 0.5m freeboard may appear to be unusual, it is not inconsistent with the Floodplain Development Manual or the Ministerial Directions.*

*Adoption of the above recommendation would make the Flood Planning Map in the LEP redundant. As a general principal, there is merit in relying on a single source of information so as to avoid the possibility of ambiguity. In that regard, the most up to date and relevant flood information is available in the Draft Flood Policy and the current Flood Planning Area Map is both inconsistent and out of date. However, the relevant information should be readily available and accordingly, it is recommended that the Flood Study and Plan, as adopted should be posted on Council’s Website.*

*The proposed amendment to the LEP is supported but, having regard to the current DCP guidelines and noting the differing definitions for the Flood Planning Area (especially freeboard), the LEP and DCP amendments should be undertaken concurrently so that confusion can be avoided.*

...

*Section 5.8 of L&A’s Draft Plan recommends back zoning of two parcels from R5 (Large Lot Residential) to RU1(Primary Production).*

*Arguably, the existing character of the subject land is currently aligned more with the R5 zone objectives than those of the RU1 zone. However, Council should note that the list of uses permissible without consent for the R5 zone currently includes Flood Mitigation Works. This means that property owners in these areas can construct levees, mounds and other works that*



*can potentially impact on flood behaviour without any form of environmental assessment (provided they comply with the Water Management Act 2000, which is limited to 40m from the top of bank).*

*The potential for subdivision of these lands is currently limited by the Lot Size Zoning provisions, which for the land nominated as High Hazard Floodway, is 400 ha (larger than any existing R5 affected lot). Noting also that the current provisions of the LDCP 2018 discourage subdivision that would add to potential flood risk, it is highly unlikely that further subdivision of this land could take place.*

*It should also be noted that in the case of both the R5 and the RU1 land use zones, secondary dwellings are permissible with consent, potentially adding to risk in these areas. In that regard, changing the land use zone would not minimise the risk associated with further development.*

*In summary, the Back zoning of two large parcels from R5 to RU1 is not supported, however, a minor massaging of the land use table for the R5 zone is recommended..."*

Therefore, GCA support the amendment to Clause 6.2 but do not support the back zoning of the R5 Large Lot Residential land to RU1 Primary Production.

#### *Adding a new clause into Lachlan LEP 2013*

Lyall and Associates recommend the addition of a new clause into Lachlan LEP 2013 which refers to Floodplain Risk Management and which states:

#### *"Floodplain risk management*

*(1) The objectives of this clause are as follows:*

*(a) in relation to development with particular evacuation or emergency response issues, to enable evacuation of land subject to flooding in events exceeding the flood planning level,*

*(b) to protect the operational capacity of emergency response facilities and critical infrastructure during extreme flood events.*

*(2) This clause applies to land which lies between the flood planning level and the level of the probable maximum flood, but does not apply to land at or below the flood planning level.*

*(3) Development consent must not be granted to development for the following purposes on land to which this clause applies unless the consent authority is satisfied that the development will not, in flood events exceeding the flood planning level, affect the safe occupation of, and evacuation from, the land:*

*(a) amusement centre*

*(b) camping ground*

*(c) caravan park*

*(d) child care centre*

*(e) commercial premises (including business premises and retail premises)*

*(f) community facility*

*(g) correctional centre*

*(h) eco-tourist facility*

*(i) educational establishment (including schools and tertiary institutions)*

*(j) emergency services facility*

*(k) entertainment facility*

*(l) extractive industry*

*(m) function centre*

*(n) health services facility*

- (o) industry
- (p) mining
- (q) place of public worship
- (r) residential accommodation (including seniors housing)
- (s) respite day care centre
- (t) tourist and visitor accommodation
- (u) waste or resource management facility

(4) A word or expression used in this clause has the same meaning as it has in the Floodplain Development Manual, unless it is otherwise defined in this Plan.”

#### Peer Review Comments

GCA make the following comments in relation to this recommendation from Lyall and Associates:

*“However, the reasons for addition of this clause are not clear.*

*The purpose appears to be to require assessment of evacuation routes for the nominated development types where the development is located between the 1% AEP event and the PMF on the basis that other flood related planning controls would not apply in this zone.*

*For the most part, development types on the list are not of a type that would not be able to be evacuated in reasonable time given that the likely flood warning times would be long. For example, an entertainment facility is not likely to be operational in the lead up to a flood, once warnings are issued.*

*There are some development types on the list where evacuation (at all) could be problematic and / or overly disruptive. They include:*

*Correctional centre,*

*Emergency services facility*

*Health services facility (Hospital)*

*Place of public worship*

*It is noted that, with the exception of Place of public worship, the proponent is likely to be State Government run and therefore assessed under Part 5 of the EP&A Act subject to their own REF. The demand for new applications for places of public worship is likely to be low.*

*Accordingly, it is unlikely that the recommended additional clause will add significant value.”*

GCA do not support this clause in Lachlan LEP 2013.

#### Measure 3 – Improvements in flood emergency response planning

Lyall and Associates make the following comments in relation to this measure:

*“...the Local Flood Plan provides detailed information regarding the preparedness measures, conduct of response operations and coordination of immediate recovery measures for all levels of flooding, and two Flood Intelligence Cards link water levels at nearby WaterNSW operated stream gauges with local consequences to property and infrastructure.*

*Whilst descriptions of the extent of flooding is extensive, the NSW SES should ensure the Local Flood Plan is updated to include any maps developed as part of this FRMS&DP that complement the information already present in the Plan.”*

#### Peer Review

GCA make the following comments in relation to this measure:

*“The Lachlan Shire Flood Plan (September 2017) is the responsibility of the NSW SES Lachlan Shire Local Controller. Updating of the plan is appropriate as new information comes to hand.*

*In that regard, the flood modelling updates embedded in the L&A study represent significant new information that should be considered by the SES.*

*On adoption of the draft plan, it is recommended that the SES Lachlan Shire Local Controller be formally advised of the updated Figures and the relevant information to inform an update to the Lachlan Shire Flood Plan. Council should offer assistance in incorporating the latest modelling as appropriate or requested by the SES Lachlan Shire Controller.”*

Measure 4 – Increase public awareness of the risks of flooding in the community

Lyall and Associates make a recommendation that Council become more involved in raising public awareness of the risks of flooding in the community. GCA generally support this recommendation.

Measure 5 – Installation of telemetered stream gauge on Goobang Creek at location of Mulgutherie Road crossing south of Ootha

Lyall and Associates make the following recommendation:

*“While the network of stream gauges on the Lachlan River provide adequate warning time of the flood wave as it approaches Condobolin from the direction of Jemalong Gap, heavy rainfall over parts of the Goobang Creek catchment can cause localised flooding in parts of the township in the absence of elevated flows on the Lachlan River. It is therefore recommended that a telemetered stream gauge be installed on Goobang Creek south of the township of Ootha (included as Measure 5 of the FRMP). Installing the gauge at this location will provide advance warning of rising water levels in the creek, noting that the flood wave would take approximately 14 hours in travel the 50 km from the gauge site to Condobolin.”*

*Peer Review*

GCA make the following comments in relation to this recommendation:

*“Lyall’s report recommends the installation of a telemetered gauge network in Goobang Creek, which has its headwaters in the Goobang National Park just east of Parkes and comprises a catchment area of around 4,400km<sup>2</sup>, which is around 20% of the total Lachlan River Catchment to Condobolin. The Lachlan River and Goobang Creek alignments are separated by around 14km at the Jemalong Gap and it is recognised that a Goobang Creek Flood peak may arrive at Condobolin before the Lachlan River reaches its peak. Similarly, (refer Section 2.2 Sub Catchment Effects) Goobang Creek may be mobilised independently of the Lachlan River. However, the peak flow (and therefore flood affectation) for a design flood is unlikely to be as great as for the Lachlan River.*

*A telemetered gauge network is a considerable expense (\$20,000 installation + annual maintenance), and the benefits may not be realised as the degree of flood risk is unlikely to be as significant as for flooding from the Lachlan River. However, the absence of gauges on Goobang Creek is indicated as an issue in the SES Lachlan Shire Local Flood Plan.*

*It would be appropriate to conduct some independent modelling of Goobang Creek to determine the likely flood risk associated with the catchment independent of the Lachlan River Flood Study to determine if the risk warrants installation of a gauging system. It should be noted that the Lachlan River response will set a boundary condition for the Goobang Creek Study and the two systems cannot be fully independent. Joint probability analysis will be required to determine the level of interaction between the two systems.”*

Therefore, GCA recommend further modelling before this measure is considered. This would of course be subject of further funding becoming available to undertake such modelling.

Measure 6 – Commission condition assessment survey of the Willow Bend Village Ring Levee by the NSW Public Works Advisory and

Measure 7 – Design and construction of minor improvement works to Willow Bend Levee to rectify known deficiencies, as well as any others identified as part of Measure 6

Lyall and Associates make the following recommendation:

*“While existing development at Condobolin is generally located on high ground, the ring levee which protects about 16 existing dwellings in Willow Bend Village from Main Stream Flooding*

*is overtopped during about a 5% AEP flood event. The IFF for the levee has also been assessed as being equal to an event smaller than 20% AEP. While there is sufficient time to evacuate residents of the village during a flood event, a number of deficiencies have been identified with the existing levee, such as missing and dysfunctional flood gates on the outlets of the internal drainage system and the presence of a large ant nest in the earth embankment.*

*It is recommended that the NSW Public Works Advisory be commissioned to undertake a condition assessment survey of the existing levee and develop a scope of a minor works package which is aimed at rectifying all of the identifiable deficiencies with the structure (included as Measure 6 of the FRMP). Following the completion of the condition assessment survey, briefs should be prepared for the design and construction of the minor works (included as Measure 7 of the FRMP).*

*It should be noted that the scope of the minor works package would not include the raising of the levee to increase the IFF level as this would likely require the demolition and reconstruction of a large length of the levee, which this study found was not economically feasible."*

#### *Peer Review*

GCA make the following comments in relation to these measures:

*"It is noted that the Flood Risk Management Study identifies fundamental inadequacies in the Willow Bend Village Levee that mean that it cannot offer protection according to its design function.*

*The Draft Flood Risk Management Plan recommends a Public Works Advisory Service assessment of the levee to consider inclusion in future works programs for the maintenance of the existing levee to at least be restored to its design functionality.*

*This is supported.*

*It is noted that this is not a full assessment of flood risk for the village, which may result in additional works including raising the levee to achieve a similar level of exposure to flood risk as the general state-wide minimum standards. Accordingly, it is recommended that the Flood Risk Management Committee agenda the village for further consideration."*

#### Measure 8 – Include No. 4 Molong Street and No. 11 Mooney Street in Voluntary House Raising Scheme

Lyll and Associates make the following recommendation:

*"While the analysis undertaken in the FRMS showed that the implementation of a voluntary house raising program which is sometimes adopted as a management measure for reducing risk in low hazard areas of the floodplain was not economically viable and could not be justified on social grounds, the study found that there is merit in raising the two dwellings that are presently protected by privately owned ring levees given they are subject to high hazard flooding during a 1% AEP flood event. Based on this finding, it is recommended that the two properties be included in the NSW Government's Voluntary House Raising Scheme (included as Measure 8 of the FRMP)."*

#### *Peer Review*

GCA make the following comment in relation to this recommendation:

*"The Flood Risk Management Study noted that floor levels of two existing residential dwellings at 7 and 11 Mooney Street are currently significantly below the flood planning level and are protected by private ring levees in questionable states of repair.*

*The cost of reconstructing the levees to an appropriate standard was estimated at \$700,000 and therefore not economically viable.*

*The Draft Flood Risk Management Plan recommends placing these properties on a voluntary house raising scheme. Such schemes are usually funded on a 2:1 basis with the property owner contributing 1 dollar for every 2 dollars provided by the scheme. Such schemes may be partly funded by the State Government under the floodplain development program.*

*Accordingly, Council would need to apply for grant funding before making this available to the owners as an option.*

*The unit cost of approximately \$100,000 per dwelling is confirmed noting some flexibility (could be up to \$120,000).*

*The investigation of a house raising scheme for dwellings at 7 and 11 Mooney Street can be considered. Such a scheme should also consider the adjacent property at 6 Molong Street and be implemented in consultation with the dwelling owners. The scheme would be dependent on attracting funding from the NSW Government Floodplain Management Program.*

*Initiation of steps toward the scheme is recommended.”*

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Flooding of the Lachlan River has serious implications for a large area, including major road network, private dwellings and agricultural land. Lyall and Associates estimated a total cost of \$490,000 for these measures to be carried out. However, this costing does not account for both Lachlan Shire Council and NSW SES staff to carry out the first four measures outlined above. It also does not account for the modifications proposed by Geoff Craig & Associates. In any case, Council should detail the scope and then estimate the costs of these works and how they will be funded (e.g. grants, etc.). It is unlikely that Council would be successful in obtaining grants in the future to undertake these works without an adopted floodplain risk management plan.

## **LEGAL IMPLICATIONS**

Council must endeavour to mitigate the effects that major flooding events have on the Lachlan Shire to ensure road reserves are kept in reasonable condition and private properties are protected as much as possible from potential damage. If Council are observed to take minimal action towards reducing the devastating impact of any potential flood event, they may be liable for any damages caused to private land.

Council may also be subject to litigation if road assets are in a constant need of repair due to flooding events. Unfortunately, the frequency and nature of major rainfall events can have a devastating effect on Council roads as experienced most recently in late 2016 (which was not an extreme event). Given the limited resources and the large area affected by floods, Council is not able to service the maintenance or renewal requirements of their road assets as quickly as they would like. This may leave roads in an unstable condition and reduces the safety of drivers when travelling. Possible litigation may ensue because of this, emphasising the need for flood mitigation works arising from the Floodplain Risk Management Study and Plan.

## **RISK IMPLICATIONS**

Flooding events present a great deal of risk for all those situated in close proximity to the Lachlan River and its tributaries. Furthermore, there is no current plan that has the benefit of the latest flood modelling data or recent advances in technology to effectively combat the risk associated with flooding events. The previous plan is dated 2008. The work of both the Floodplain Management Committee, stakeholders, Lyall & Associates and Geoff Craig & Associates have set out to reduce this risk by developing a Floodplain Risk Management Study and Plan.

## **STAKEHOLDER CONSULTATION**

In early 2016, 115 residents and business owners in Condobolin, that are most likely to be affected by flooding on the basis that they border the flood affected areas including the Major Overland Flow area, were invited to complete a questionnaire regarding the Floodplain Risk Management Plan. The questionnaire sought information on their flood experience, as well as their views on measures which could be implemented to mitigate the flood risk. Very few responses (7 only) were received from the public, which is a response rate of approximately 6%.

The draft floodplain risk management plan and study was also put on public exhibition for a period of 28 days for any interested parties to comment. No correspondence was received from the public during this period.

Any future amendments to Lachlan LEP 2013 or Lachlan DCP 2018 would be subject to public consultation, in accordance with Council's adopted Community Participation Plan (CPP).

## OPTIONS

- 1) Council resolve to endorse the Lachlan River (Condobolin) Floodplain Risk Management Study and Plan (including modifications recommended by Geoff Craig & Associates in their independent review).
- 2) Council resolve to endorse the Lachlan River (Condobolin) Floodplain Risk Management Study and Plan, without the modifications recommended by Geoff Craig & Associates in their independent review.
- 3) Council resolve to decline the endorsement of the Lachlan River (Condobolin) Floodplain Risk Management Study and Plan.

## CONCLUSION

The Lachlan River Floodplain Risk Management Study and Plan is a pivotal document that takes into account the consequences of flooding and the subsequent effects this has on the flood prone land.

## LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Community Strategic Plan Outcome 3.1 Improved transport networks that meet community and business needs.

Community Strategic Plan Outcome 5.3 Community Safety.

## ATTACHMENTS

### 1. Independent Review of Draft Floodplain Risk Management Plan

#### RECOMMENDATION

That:

1. The Director Infrastructure Services Report No. R19/101 be received and noted
2. Council adopt the Lachlan River (Condobolin) Floodplain Risk Management Study and Plan (including modifications recommended by Geoff Craig & Associates in their independent review) and begin the investigations on how to implement the recommendations.

## **Condobolin Draft Floodplain Risk Management Plan**

### **Independent Review**

Lachlan Shire Council

Revision: 1  
Version Date: 8<sup>th</sup> October 2019



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Condobolin Draft Floodplain Risk Management Plan  
Independent Review



Revision	Description	Author		Review		Approved	
1	First Issue	SH	12.09.19	SH	08.10.19	SH	08.10.19
2							
3							
4							

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## List of abbreviations

1D	1 Dimensional
2D	2 Dimensional
AEP	Annual Exceedance Probability
ARI	Average Recurrence Interval
DCP	Development Control Plan
FRMP	Flood Risk Management Plan
GCA	GCA Engineering Solutions
HEC RAS	A computer program for River Analysis developed by the Hydrological Engineers Corps
L&A	Lyall and Associates
LEP	Local Environmental Plan
LIDAR	A system of ground height measurement using Light Detection and Ranging
LPI	Land and Property Information NSW
LSC	Lachlan Shire Council
REF	Review of Environmental Factors
PMF	Probable Maximum Flood
TUFLOW	A 2D Hydraulic Modelling Program

## 1. Introduction

Condobolin is located on the banks of the Lachlan River, which is subject to flooding from time to time.

The Lachlan River catchment rises on the western side of the Great Dividing Range at Crookwell, north west of Goulburn and has a catchment area upstream of Condobolin of approximately 22,000 square kilometres (2.2 million hectares). The catchment is partly detained by the Wyangala Dam, which was first built in 1935 (concrete arch) and upgraded in 1971 (earth mass gravity).

The State Government, through the Department of Primary Industry has published guidelines for the management of the associated flood risk known as the Floodplain Development Manual 2005 (The Manual). The Manual gives a staged iterative process for arriving at a Flood Risk Management Plan. Successive iterations of the plan should build on earlier versions but provide more detail as more is known about the relative risks, constraints and opportunities.

Currently, Lachlan Shire Council has engaged Lyall and Associates to:

- Review the former 1D HEC-RAS flood study; and
- Conduct a Flood Risk Management Study; and
- Offer up a Draft Flood Risk Management Plan based on the above studies.

Flood risk management plan options are selected from a range of opportunities with considerable input from community and other stakeholders. They are not a forgone conclusion arrived at as the only solution offered out of the Flood Study and Flood Risk Management Study stages. Adoption of a suitable Flood Risk Management Plan is therefore the responsibility of the Floodplain Risk Management Committee.

The Lachlan River (Condobolin) Floodplain Risk Management Study and Draft Plan was developed by Lyall and Associates (L&A) in November 2018. Concepts in the Study and Draft Plan are complex and this review, commissioned by Lachlan Shire Council is to provide a level of critical examination so that ultimately, the plan may be adopted or modified with confidence.

## 2. Flood Study Review

### 2.1 Model Development

Appendix B of L&A's report reviews the hydrologic and hydraulic modelling.

The modelling to date has been built off successive flood studies. It should be remembered that in the current flood risk management study and plan, L&A have not been commissioned to revisit the hydrology from first principles.

In summary, L&A's Flood Risk Management Plan is based on the best flood information available at the time.

A rough chronology of the flood studies is:

- Jemalong Gap to Condobolin Rural Flood Study (Parsons Brinckerhoff 2004) for the Office of Environment and Heritage determined the flow hydrograph<sup>1</sup> for the river system through Condobolin.
- Hydrographs developed by Parsons Brinckerhoff were used as input into the Condobolin Flood Study (Lyll and Associates 2008), which examined hydraulics using a 1D HEC-Ras Model – Referred to a Quasi 2-D model because flows are split between several parallel flow conduits where each conduit is a 1-D system.
- Updated in 2018 for the upgraded Chinaman's Bridge Structure

The current modelling undertaken by L&A for this Floodrisk Management Study and draft Plan comprises a 2D Hydraulic model on the floodplain using TUFLOW based on LIDAR (LPI 2014) using the pre-existing 1D model to set boundary conditions.

1D systems assume flow travels in one predetermined direction. Hydraulic energy and momentum equations are solved simultaneously from cross section to cross section to determine the volume rate of flow, velocity and depth. 2D systems allow flow to travel in any plan direction between neighbouring 'cells'. Hydraulic energy and momentum equations are solved simultaneously across the network of cells to determine the direction, volume rate of flow, velocity and depth.

### 2.2 Sub Catchment Effects

Rainfall typically exhibits a three-way relationship between intensity, duration and frequency (probability). Typically, higher frequency rainfall events are less intense than rarer events. The size of a catchment determines its response time, thereby setting the critical duration (and flow) for a rainfall event.

A small catchment will respond to shorter, high intensity events, but a catchment twice as large will not produce twice the flow because rain will have ceased before flow from the whole larger catchment can cumulate at the outlet.

<sup>1</sup> A Hydrograph shows the volume rate of flow with respect to time, i.e. cubic metres per second at any time during a flood. Hydrographs are specific to a location and vary from place to place.

Conversely, a large catchment will respond to longer, lower intensity events and a catchment half its size *will* produce half the flow. However, the flow generated by the smaller catchment responding to a long duration event will be less than for the same catchment responding to a short duration event because the long duration event will have a lower intensity.

This means that an observer may see a large flood in a small catchment and assume that this would have a big and unaccounted for impact on the larger catchment. However, the probability of this occurring at the same time as a larger flood in the wider catchment is substantially lower than the reference event (say 1% Annual Exceedance Probability).

It follows that the worst-case scenario for flooding at a single point in a catchment comes from the critical duration event for the whole catchment. Shorter duration, higher intensity rain in a sub catchment may mobilise higher flows for that sub catchment but not for the larger catchment as a whole.

## 2.3 Design Floods

Flooding is probabilistic in nature. This means that it is impossible to predict the timing or magnitude of the next flood. Flood mechanisms and their interactions are complex (refer Section 2.2 Sub Catchment Effects). However, we need to base our flood risk planning on something and accordingly, we utilise the concept of *design floods*.

These are floods that produce a peak flow for a nominated probability at a given location for the purposes of designing infrastructure and formulating flood risk management plans. It should be remembered that the options presented in the Floodplain Risk Management Plan are based on *design floods*, and these may be vastly different to real floods experienced by the community.

It should also be remembered that rare (large) floods occur (by definition) infrequently. Real, large floods are likely to fade out of memory before the next event occurs. For example, few people in Condobolin will have vivid memories of the 1.2% AEP 1990 event of 30 years ago, but many will have experienced the smaller 3.5% AEP event of 2016.

None of the 1952, 1974, 1990, 2012 or 2016 historical events are equivalent to the 1% AEP design event, nor should any attempt be made to draw a comparison.

## 2.4 Conclusion

In summary, L&A Flood Risk Management Plan is based on the best flood information available at the time having regard to their brief to not revisit flood modelling from first principles.

### 3. Draft Floodplain Risk Management Plan

The Draft Floodplain Risk management plan is presented at Section 5 of L&A report. Proposed measures are:

- Measure 1 – Planning and development controls for future development in flood prone areas.
- Measure 2 – Update wording in Lachlan LEP 2013, as well as rezone R5 Large Lot Residential land that is subject to high hazard flooding conditions to RU1 Primary Production.
- Measure 3 – Improvements in flood emergency response planning.
- Measure 4 – Increase public awareness of the risks of flooding in the community.
- Measure 5 – Installation of telemetered stream gauge on Goobang Creek at location of Mulgutherie Road crossing south of Ootha.
- Measure 6 – Commission condition assessment survey of the Willow Bend Village Ring Levee by the NSW Public Works Advisory.
- Measure 7 – Design and construction of minor improvement works to Willow Bend Levee to rectify known deficiencies, as well as any others identified as part of Measure 6.
- Measures 8 – Include No. 4 Molong Street and No. 11 Mooney Street in Voluntary House Raising Scheme.

Each of the proposed measures and discussion of their detail as appropriate is reviewed below:

#### 3.1 Planning and Development Controls

It is important to recognise the differences and the relationship between the LEP, DCP and Flood Policy. The lines are commonly blurred, however there are clear areas of providence for each document, which may become relevant especially when application determinations are challenged in the Land and Environment Court.

A flood policy is an internal guideline document that states Council's preferred treatment of all flood issues and seeks to manage the full spectrum of risk. The process for amending a flood policy is not controlled by legislation. However, generally, it should be supported by the Floodplain Risk Management Committee in accordance with the guidelines given by the Floodplain Development Manual 2005.

The Local Environmental Plan is a Planning Instrument under the Environmental Planning and Assessment Act (1979). Its primary function is to give permissibility to certain types of development and require the consideration of certain issues in the assessment of Development Applications made under Part 4 of the Act. There are also other Planning Instruments, namely State Environmental Planning Policies that also give permissibility to certain development types outside the terms of the LEP. For example, the Seniors Living SEPP may permit a retirement village subject to a Site Compatibility Statement, which requires a separate form of assessment that usually does, but may not include flooding. The process of amending an LEP is rigorous and ultimately, requires sign off from the Minister for Planning.

Guidance on the assessment of a development proposal against the provisions of the LEP is the providence of a Development Control Plan, which provides a balanced consideration to technical, economic, social and environmental issues following the statutory process under Section 3.43 of the EP&A Act (1979). The key word for a DCP is Guideline. Compliance with the provisions of a DCP is not mandatory, provided departures are well justified. Accordingly, DCPs cannot be absolutely relied on to prohibit development, but do offer grounds for Council to refuse an application if warranted by assessment. Amendment of a DCP must follow the statutory process given by the EP&A Act, however final sign off rests with Council.

### 3.1.1 Flood Policy

The Draft Flood Policy (refer draft at Appendix D of L&A's report) is presented as the cornerstone for consideration of flood risk. Generally, it provides a system for the objective assessment of flood risk. The Draft Flood Policy is an ideal starting point for the holistic management of flood risk. It can be used to identify the full range of risk and appropriate treatment for existing and proposed development as well as informing Council's works program.

Generally, the Draft Flood Policy approach to classification of land as High or Low Hazard Floodway, Intermediate Floodplain and Outer Floodplain and the separation of risk in the Major Overland Flow Areas and Mainstream flooding is supported.

The purported guidance on the evaluation of development proposals should be considered to be *input* into the revision of the Development Control Plan. Note that the Development Control Plan is reportable under S10.7 (formerly S149 Planning Certificates) of the Act. In that regard, it is noted that the Lachlan Development Control Plan 2018 currently offers only limited guidance under Sections 2.3 for subdivision and 3.7 for development respectively. It discourages subdivision of land in the flood planning area which may be problematic if the Draft Flood Policy's definition for Major Overland Flow areas is adopted. (refer Definition of the Flood Planning Area, below).

As there is currently a disconnect between the DCP and the Draft Flood Policy, adoption of the Draft Flood Policy should be recognised at the starting point in aligning the two and the Flood Policy should not be embraced as a development assessment guideline.

It is recommended that the Draft Flood Policy (appropriately amended) be used to inform an amendment to the LDCP 2018.

### 3.1.2 Revision to the Lachlan LEP 2013

#### LEP Definition of the Flood Planning Area

Careful consideration has been given to Lyall and Associate's proposal to amend the wording of Clause 6.2 of the LLEP 2013, which is generally consistent with the standard instrument.

The effect of the proposed LEP amendment is to remove the reliance of the Flood Planning Map (6.2 (2) (a)) and broaden the definition of the Flood Planning Area to include the Major Overland Flow area with its freeboard set at 0.3m).

L&A's proposed approach has been reviewed for consistency with relevant S117 (now S9.1) Ministerial Directions and the Floodplain Development Manual (2005). It is noted that many other LEP's do not have a reference to a Flood Planning Map. While the deletion of the

definition of Flood Planning Level being the 1:100 ARI flood event plus 0.5m freeboard may appear to be unusual, it is not inconsistent with the Floodplain Development Manual or the Ministerial Directions.

Adoption of the above recommendation would make the Flood Planning Map in the LEP redundant. As a general principal, there is merit in relying on a single source of information so as to avoid the possibility of ambiguity. In that regard, the most up to date and relevant flood information is available in the Draft Flood Policy and the current Flood Planning Area Map is both inconsistent and out of date. However, the relevant information should be readily available and accordingly, it is recommended that the Flood Study and Plan, as adopted should be posted on Council's Website.

The proposed amendment to the LEP is supported but, having regard to the current DCP guidelines and noting the differing definitions for the Flood Planning Area (especially freeboard), the LEP and DCP amendments should be undertaken concurrently so that confusion can be avoided.

### **Proposed LEP Flood Risk Management Clause**

The Draft Floodplain Risk Management Plan recommends the following additional clause be included in the LEP:

#### **Floodplain risk management**

*(1) The objectives of this clause are as follows:*

- (a) in relation to development with particular evacuation or emergency response issues, to enable evacuation of land subject to flooding in events exceeding the flood planning level,*
- (b) to protect the operational capacity of emergency response facilities and critical infrastructure during extreme flood events.*

*(2) This clause applies to land which lies between the flood planning level and the level of the probable maximum flood, but does not apply to land at or below the flood planning level.*

*(3) Development consent must not be granted to development for the following purposes on land to which this clause applies unless the consent authority is satisfied that the development will not, in flood events exceeding the flood planning level, affect the safe occupation of, and evacuation from, the land:*

- (a) amusement centre*
- (b) camping ground*
- (c) caravan park*
- (d) child care centre*
- (e) commercial premises (including business premises and retail premises)*
- (f) community facility*
- (g) correctional centre*
- (h) eco-tourist facility*
- (i) educational establishment (including schools and tertiary institutions)*
- (j) emergency services facility*
- (k) entertainment facility*



- (l) extractive industry*
- (m) function centre*
- (n) health services facility*
- (o) industry*
- (p) mining*
- (q) place of public worship*
- (r) residential accommodation (including seniors housing)*
- (s) respite day care centre*
- (t) tourist and visitor accommodation*
- (u) waste or resource management facility*

*(4) A word or expression used in this clause has the same meaning as it has in the Floodplain Development Manual, unless it is otherwise defined in this Plan.*

However, the reasons for addition of this clause are not clear.

The purpose appears to be to require assessment of evacuation routes for the nominated development types where the development is located between the 1% AEP event and the PMF on the basis that other flood related planning controls would not apply in this zone.

For the most part, development types on the list are not of a type that would not be able to be evacuated in reasonable time given that the likely flood warning times would be long. For example, an entertainment facility is not likely to be operational in the lead up to a flood, once warnings are issued.

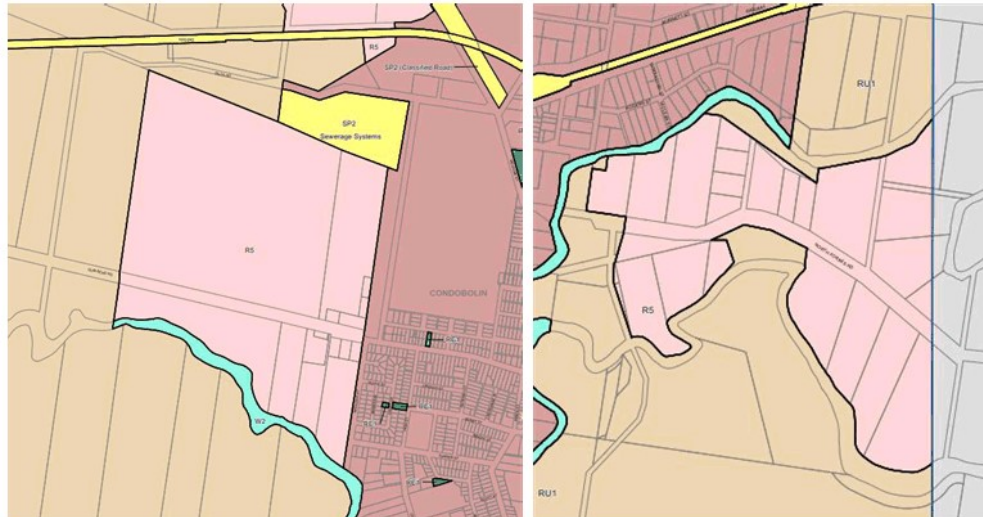
There are some development types on the list where evacuation (at all) could be problematic and / or overly disruptive. They include:

- Correctional centre,
- Emergency services facility
- Health services facility (Hospital)
- Place of public worship

It is noted that, with the exception of Place of public worship, the proponent is likely to be State Government run and therefore assessed under Part 5 of the EP&A Act subject to their own REF. The demand for new applications for places of public worship is likely to be low. Accordingly, it is unlikely that the recommended additional clause will add significant value.

## Back Zoning

Section 5.8 of L&A's Draft Plan recommends back zoning of two parcels from R5 (Large Lot Residential) to RU1(Primary Production).



Arguably, the existing character of the subject land is currently aligned more with the R5 zone objectives than those of the RU1 zone. However, Council should note that the list of uses permissible without consent for the R5 zone currently includes Flood Mitigation Works. This means that property owners in these areas can construct levees, mounds and other works that can potentially impact on flood behaviour without any form of environmental assessment (provided they comply with the Water Management Act 2000, which is limited to 40m from the top of bank).

The potential for subdivision of these lands is currently limited by the Lot Size Zoning provisions, which for the land nominated as High Hazard Floodway, is 400 ha (larger than any existing R5 affected lot). Noting also that the current provisions of the LDCP 2018 discourage subdivision that would add to potential flood risk, it is highly unlikely that further subdivision of this land could take place.

It should also be noted that in the case of both the R5 and the RU1 land use zones, secondary dwellings are permissible with consent, potentially adding to risk in these areas. In that regard, changing the land use zone would not minimise the risk associated with further development.

In summary, the Back zoning of two large parcels from R5 to RU1 is not supported, however, a minor massaging of the land use table for the R5 zone is recommended, refer suggested wording below:

**Zone R5 Large Lot Residential**

**2 Permitted without consent**

*Environmental protection works; ~~Flood mitigation works~~; Home occupations; Water reticulation systems*

**3 Permitted with consent**

*Bed and breakfast accommodation; Dual occupancies; Dwelling houses; Extensive agriculture; ~~Flood mitigation works~~; Group homes; Home industries; Kiosks; Neighbourhood shops; Oyster aquaculture; Plant nurseries; Pond-based aquaculture; Roads; Roadside stalls; Secondary dwellings; Sewage*

*reticulation systems; Tank-based aquaculture; Waste or resource transfer stations; Water recycling facilities; Any other development not specified in item 2 or 4.*

#### **4 Prohibited**

*Agriculture; Air transport facilities; Airstrips; Amusement centres; Boat building and repair facilities; Car parks; Commercial premises; Correctional centres; Crematoria; Depots; Electricity generating works; Entertainment facilities; Freight transport facilities; Function centres; Heavy industrial storage establishments; Helipads; Highway service centres; Home occupations (sex services); Industrial retail outlets; Industrial training facilities; Industries; Marinas; Mooring pens; Mortuaries; Public administration buildings; Recreation facilities (indoor); Recreation facilities (major); Registered clubs; Research stations; Residential accommodation; Restricted premises; Rural industries; Secondary dwellings; Service stations; Sewerage systems; Sex services premises; Signage; Storage premises; Tourist and visitor accommodation; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Warehouse or distribution centres; Waste or resource management facilities; Water treatment facilities; Wholesale supplies;*

### **3.2 Update to LEP**

Is discussed above under Planning and Development Controls

### **3.3 Emergency planning**

The Lachlan Shire Flood Plan (September 2017) is the responsibility of the NSW SES Lachlan Shire Local Controller. Updating of the plan is appropriate as new information comes to hand.

In that regard, the flood modelling updates embedded in the L&A study represent significant new information that should be considered by the SES.

On adoption of the draft plan, it is recommended that the SES Lachlan Shire Local Controller be formally advised of the updated Figures and the relevant information to inform an update to the Lachlan Shire Flood Plan. Council should offer assistance in incorporating the latest modelling as appropriate or requested by the SES Lachlan Shire Controller.

### **3.4 Public Awareness**

Public awareness is often hard to maintain because flood events are by definition, rare. It is noted that Council does not have a page on its website proffering flood information in the same way as many of its contemporaries. Publishing the Flood Risk Management plan on Council's website is a great way of making the information available to the public.

Some councils commission public art or historic flood marker schemes in prominent locations to retain awareness between events.

Council should separately consider ways of disseminating flood risk information. L&A's suggestion of a community awareness brochure is supported, noting that publication on Council's website may be a cost-effective way of achieving the end.

### 3.5 Stream Gauging

Lyall's report recommends the installation of a telemetered gauge network in Goobang Creek, which has its headwaters in the Goobang National Park just east of Parkes and comprises a catchment area of around 4,400km<sup>2</sup>, which is around 20% of the total Lachlan River Catchment to Condobolin. The Lachlan River and Goobang Creek alignments are separated by around 14km at the Jemalong Gap and it is recognised that a Goobang Creek Flood peak may arrive at Condobolin before the Lachlan River reaches its peak. Similarly, (refer Section 2.2 Sub Catchment Effects) Goobang Creek may be mobilised independently of the Lachlan River. However, the peak flow (and therefore flood affectation) for a design flood is unlikely to be as great as for the Lachlan River.

A telemetered gauge network is a considerable expense (\$20,000 installation + annual maintenance), and the benefits may not be realised as the degree of flood risk is unlikely to be as significant as for flooding from the Lachlan River. However, the absence of gauges on Goobang Creek is indicated as an issue in the SES Lachlan Shire Local Flood Plan.

It would be appropriate to conduct some independent modelling of Goobang Creek to determine the likely flood risk associated with the catchment independent of the Lachlan River Flood Study to determine if the risk warrants installation of a gauging system. It should be noted that the Lachlan River response will set a boundary condition for the Goobang Creek Study and the two systems cannot be fully independent. Joint probability analysis will be required to determine the level of interaction between the two systems.

### 3.6 Willow Bend Village Levee

It is noted that the Flood Risk Management Study identifies fundamental inadequacies in the Willow Bend Village Levee that mean that it cannot offer protection according to its design function.

The Draft Flood Risk Management Plan recommends a Public Works Advisory Service assessment of the levee to consider inclusion in future works programs for the maintenance of the existing levee to at least be restored to its design functionality.

This is supported.

It is noted that this is not a full assessment of flood risk for the village, which may result in additional works including raising the levee to achieve a similar level of exposure to flood risk as the general state-wide minimum standards. Accordingly, it is recommended that the Flood Risk Management Committee agendise the village for further consideration.

### 3.7 Voluntary House Raising Scheme

The Flood Risk Management Study noted that floor levels of two existing residential dwellings at 7 and 11 Mooney Street are currently significantly below the flood planning level and are protected by private ring levees in questionable states of repair.

The cost of reconstructing the levees to an appropriate standard was estimated at \$700,000 and therefore not economically viable.

The Draft Flood Risk Management Plan recommends placing these properties on a voluntary house raising scheme. Such schemes are usually funded on a 2:1 basis with the property owner contributing 1 dollar for every 2 dollars provided by the scheme. Such schemes may be partly funded by the State Government under the floodplain development program. Accordingly, Council would need to apply for grant funding before making this available to the owners as an option.

The unit cost of approximately \$100,000 per dwelling is confirmed noting some flexibility (could be up to \$120,000).

The investigation of a house raising scheme for dwellings at 7 and 11 Mooney Street can be considered. Such a scheme should also consider the adjacent property at 6 Molong Street and be implemented in consultation with the dwelling owners. The scheme would be dependent on attracting funding from the NSW Government Floodplain Management Program.

Initiation of steps toward the scheme is recommended.

## 4. Consultation

Community appetite for a range of flood risk management options was gauged from a community questionnaire that was mailed to 115 residents and business owners that are most likely to be affected by flooding on the basis that they border the flood affected areas (including the Major Overland Flow area).

The range of options was:

- Improve the stormwater system within the town area.
- Construct permanent levees along the river to contain floodwaters.
- Voluntary scheme to purchase residential property in high hazard areas.
- Provide funding or subsidies to raise houses above major flood level in low hazard areas.
- Specify controls on future development in flood labile areas (e.g. Controls on extent of filling and minimum floor levels).
- Improve flood warning and evacuation procedures both before and during a flood.
- Community education, participation and flood awareness programs.
- Provide a planning certificate to purchasers in flood prone areas stating that the property is flood affected.

Only 7 responses were received, which is interpreted to be a poor response rate.

Table 4.1 ranks the above options according to:

- Impact on risk reduction
- Community acceptance (gauged from the 7 community responses received)
- Technical Feasibility
- Planning Objectives
- Environmental Impacts
- Economic Justification
- Financial Feasibility
- Extreme Flood
- Government Policies and Total Catchment Management Objectives

The preferred options have been taken forward in further consideration in the Draft Floodplain Risk Management Plan. While some of these are "low hanging fruit" and therefore non-controversial with the public, others, for example Voluntary House Raising Scheme may be more sensitive.

Notably, the table is unweighted. All factors contribute equally the final score, however, Arguably, Community acceptance should carry a higher weighting that for example, extreme flood.

It is also considered that there may be other affected people in Condobolin that may have an opinion on flood risk management but may not lie on the flood affected fringe.

It is therefore recognised that the consultation to date is a first start, however, does not conclusively capture the full intent of community consultation.

Refer matrix below:

**TABLE 4.1  
ASSESSMENT OF POTENTIAL FLOODPLAIN MANAGEMENT MEASURES FOR INCLUSION IN THE FLOODPLAIN RISK MANAGEMENT PLAN**

Option	Impact on Flooding/Reduction in Flood Risk	Community Acceptance	Technical Feasibility	Planning Objectives	Environ. Impacts	Economic Justification	Financial Feasibility	Extreme Flood	Government Policies and TCM Objectives	Score
<b>Flood Modification</b>										
Willow Bend Village Ring Levee Upgrade	+2	+1	+2	+2	-1	-2	-1	0	+1	+4
Willow Bend Village Ring Levee Minor Improvement Works	+1	+2	+2	+1	0	-1	+1	0	+1	+7
Molong and Mooney Streets Ring Levee Upgrade	+1	-1	+2	+2	0	-2	-1	0	+1	+2
Lachlan Street Levee	+1	+2	+2	0	-1	-2	0	0	+1	+3
<b>Property Modification</b>										
Controls over Future Development (via draft Flood Policy);	+2	+2	+2	+2	0	0	0	+1	+2	+11
Rezoning of land presently zoned R5 Large Lot Residential to RU1 Primary Production	+2	+1	+2	+2	0	0	0	+1	+2	+10
Voluntary Purchase of Residential Property	0	-1	0	0	0	-2	0	-1	+1	-3
House Raising in Low Hazard Areas	0	-1	0	0	0	-2	0	-1	+1	-3
House Raising in High Hazard Flood Storage Areas	+2	+2	+2	+2	0	0	0	0	+2	+10
<b>Response Modification</b>										
Improvements to Warning System – Goobang Creek stream gauge	+2	+2	+1	+1	0	+2	+2	+1	+1	+12
Improved Emergency Planning and Response	+2	+2	+1	+1	0	+1	+1	+1	+1	+10
Public Awareness Programs	+1	+2	0	+1	0	+1	0	+1	+2	+8

Where appropriate, the key recommendations of this peer review, include steps for further consultation.

The formulation of planning controls via LEP and DCP amendments require statutory exhibition procedures and, importantly, the detailed consideration of responses.

## 5. Summary of Key Recommendations

Several recommendations have been made throughout this report. On the recommendation of the Floodplain Risk Management Committee, these should be incorporated into Council's resolution in endorsing the Draft Floodplain Risk Management Plan.

- Recognise that the Flood Policy is not a Development Control Plan. Council should not use the Flood Policy to guide assessment of development applications.
- Establish a planning proposal to update the LLEP 2013 to delete clauses 6.2(2) (a) and 6.2 (5).
- Undertake a S 3.43 amendment to the flood related guidelines of the LDCP 2018, which should be informed by the Flood Policy. The DCP amendment should be undertaken (adopted) concurrently with the LEP amendment.
- Formally notify the SES Lachlan Shire Controller of the updated flood modelling with a recommendation to update the Lachlan Shire Local Flood Plan as appropriate.
- Council consider ways in which it can raise public awareness. A page on Council's website is recommended as a cost-effective way to make a start. Council's website page can also be used as a portal to receive comments from the community in general, not limited to those persons bordering flood affected land.
- Further investigation of a stream gauging network on Goobang Creek is recommended. This should start with a flood study for Goobang Creek independently of the Lachlan River Flood Study (with Lachlan River being tested for boundary conditions) to determine the level of flood risk associated with the catchment.
- Council make a formal recommendation to the NSW Public Works Advisory service to investigate, and where appropriate take appropriate remedial action to restore the Willow Bend Village levee to its design function.
- The Flood Risk Management committee should agendaise investigation into the full existing flood risk profile associated with the Willow Bend Village with a view to make recommendations as appropriate.
- A voluntary house raising program be investigated in conjunction with the owners of 7 and 11 Mooney St and 6 Molong Street. The scheme should be conditional on funding being made available out of the State Government Floodplain Risk Management program.



## 6. Implementation

It is recommended that the following resolutions are made by Council:

1. Adopt the Lachlan River (Condobolin) Floodplain Risk Management Study.
2. Adopt the Lachlan River (Condobolin) Floodplain Risk Management Plan to inform the following detail sub resolutions:
  - Establish a planning proposal to update the LLEP 2013 to delete clauses 6.2(2) (a) and 6.2 (5).
  - Commence a S3.43 amendment to the flood related guidelines of the LDCP 2018. The DCP amendment should be informed by the Flood Policy in Appendix D of the Floodplain Risk Management Study and Plan Document. The DCP amendment should be undertaken (adopted) concurrently with the LEP amendment.
  - Formally notify the SES Lachlan Shire Controller of the updated flood modelling with a recommendation to update the Lachlan Shire Local Flood Plan as appropriate.
  - Establish a flood risk management page on Council's website.
  - Investigate a stream gauging network on Goobang Creek. This should start with a flood study for Goobang Creek independently of the Lachlan River Flood Study (with Lachlan River being tested for boundary conditions) to determine the level of flood risk associated with the catchment.
  - Make a formal recommendation to the NSW Public Works Advisory service to investigate, and where appropriate take appropriate remedial action to restore the Willow Bend Village levee to its design function.
  - Recommend the Flood Risk Management committee agenda investigation into the full existing flood risk profile associated with the Willow Bend Village with a view to make recommendations for action as appropriate.
  - Investigate a voluntary house raising program with the owners of 7 and 11 Mooney St and 6 Molong Street. The scheme should be conditional on funding being made available out of the State Government Floodplain Risk Management program.

## 10 INFRASTRUCTURE SERVICES

### 10.1 FY1920 ROADWORKS MONTHLY UPDATE FOR DECEMBER/JANUARY

**TRIM Number:** R19/335

**Author:** Manager - Roads

#### PURPOSE

The purpose of this report is to provide a summary of road works undertaken by Infrastructure Services which have been completed in the months of December and January, works in progress in the month of February and works scheduled for the month of March 2020. The execution and completion of works varied on resource availability, weather conditions, work priorities and unforeseen circumstances. Work priority will be allocated based on safety and risk.

#### SUPPORTING INFORMATION

Restart NSW Grant Deeds: RNSW2319 Curlew Road \$1.761m, RNSW2320 Maitland Street \$900k, RNSW2321 Tullibigeal Road \$2.079m (not attached).

#### BACKGROUND

With announcements of increased grant funding, the Roads Program is a large program of works (now \$16 million). These increases are from NSW Government Fixing Country Roads and Federal Government Roads to Recovery program grants.

Delays in receiving signed Grant Deeds from NSW Treasury for Fixing Country Roads projects puts at risk the completion of these projects by 30 June 2020 (as per FY1920 Operational Plan & budget). However, this delay does mean that the Council can complete the following projects next financial year; SR 1029 Tullibigeal Road in October, SR 230 Curlew Road and Maitland Street, Condobolin in September. This will provide relief to the FY1920 Roads Program.

As the grant deeds for these projects have not been received from Restart NSW in time for QBR2, adjustments to the FY1920 budget will be requested and this will be in QBR3. It is expected \$1.8m of this year's Roads Program will be transferred to next year's Roads Program.

#### ISSUES AND COMMENTS

##### Road Construction

Work has continued on construction projects on MR57S Gipps Way widening with reconstruction work on the first 2.6 km south of Condobolin commencing in January 2020. Construction work on SR231 Curlew Road seal extension is on hold until the signed funding agreement from Restart NSW is received. However, this road is ready for final trim and sealing sometime in the next three months. SR1033 Boreamble Road reconstruction and widening, including sealing and MR231 Wyalong Road widening and resealing were completed in the first week of February 2020. Final tidy up, road side furniture and road marking should be completed in March 2020.

Work has commenced on the Roads to Recovery component of SR 1029 Tulligibeal Road reconstruction and seal extension. Note: This project is funded by \$913,500 from Roads to Recovery, \$1,063,500 from Fixing Country Roads plus \$101,500 in Council funds.

Council's sealing contractors commenced sealing and resealing work at the start of February. However, they were only able to complete one week's sealing from the two week program due to rain. They will be programmed to return as soon as possible after the rain stops, to complete the remainder of the planned work. In addition, further sealing work will be planned on construction projects, like MR57S Gipps Way and SR230 Curlew Road.

##### Road Maintenance

The previously noted high expenditure on unsealed road maintenance has been corrected due to the concentration on capital works projects and suspension of maintenance grading activities. Rain at the start of February will see an increase in this expenditure as maintenance grading is increased to take advantage of available moisture in the road surfaces. This in turn will slow some of the construction projects for the next three to four weeks.

**Works completed in December 2019**

Road re-sheeting / grade, water & roll	<p>Road re-sheeting works were undertaken on the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> </ul>
Road and culvert reconstruction and sealing	<p>Road reconstruction and sealing work was undertaken on selected segments of the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR57s The Gipps Way 12km FCR</li> <li>• MR231 Wyalong Road 8km TfNSW Repair Grant</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• SR231 Curlew Road 13km RTR-FCR gravel layer</li> <li>• SR1033 Boreamble Rd 2.4km RTR gravel layer</li> </ul> </li> </ul> <p>1.</p>
Road reseals	<p>Road resealing works were undertaken on the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> </ul> <p>2.</p>
Maintenance grading / sucker removal / line marking	<p>Routine maintenance grading work was undertaken on the following unsealed roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> </ul>
Shoulder grading / re-sheeting and resealing/patching	<ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR7513 Lake Cargelligo Road 18km</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Rodeo Drive – Pothole patching prior to reseal</li> <li>• Grace Street – Heavy patch prior to reseal</li> </ul> </li> </ul>

**Works in Progress January / February 2020**

Road re-sheeting / grade, water & roll	<p>Road re-sheeting work is being undertaken on the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• SR1006 Brotherony Road</li> <li>• SR142 Yarren Road</li> <li>• SR138 Taddra Road</li> <li>• SR134 Toliman Road</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>• SR135 Wardry Bus Road</li> </ul>
Road and culvert reconstruction and sealing	<p>Road reconstruction and sealing work is being undertaken on selected segments of the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR57s The Gipps Way 3.8km FCR</li> <li>• MR 231 Wyalong Road – widening and reseal REPAIR</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• SR1029 Tulligibeaal Road 13km RTR-FCR</li> <li>• SR1033 Boreamble Road 2.4km RTR</li> <li>• SR105 Wamboyne Road - sealing</li> </ul> </li> </ul> <p>3.</p>
Road reseals	<p>Road resealing work is being undertaken on the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR7513 Lake Cargelligo Road 10 km</li> <li>• MR57s The Gipps Way FCR 10 km</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> <li>• <u>State Road</u> <ul style="list-style-type: none"> <li>• MR61 Henry Parkes Way Heavy Patch areas</li> </ul> </li> </ul> <p>4.</p>
Maintenance grading / sucker removal / line marking	<p>Routine maintenance grading work is being undertaken on the following unsealed roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR7514 Nyngan Road</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• SR23 Jumble Plains Road</li> <li>• SR25 Kerriwah Road</li> <li>• SR1347 Albert Road</li> <li>• SR44 Melrose Plains Road</li> <li>• SR381 Verona Road</li> <li>• SR306 Kirks Road</li> <li>• SR34 Wilmatha Road</li> <li>• SR11 Moria Vale Road</li> <li>• SR54 Tinda tank Road</li> <li>• SR308 Moonbah Lane</li> <li>• SR1 Wonga Road</li> </ul> </li> </ul> <p>5.</p>
Shoulder grading / re-sheeting and resealing	<p>Routine shoulder maintenance work is being undertaken on the following unsealed roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR7513 Lake Cargelligo Road 23km</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> </ul> <p>6.</p>

**Works Planned for March 2020**

<p>Road re-sheeting / grade, water &amp; roll</p>	<p>Road re-sheeting and grade water roll (GWR) works is planned for the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• Prioritised based on condition. TBC in March report.</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Prioritised based on condition. TBC in March report.</li> </ul> </li> </ul>
<p>Road and culvert reconstruction/repairs and sealing</p>	<p>Road reconstruction and sealing work is planned for selected segments of the following roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR57s The Gipps Way 45km FCR</li> <li>• MR57n Fifield Road - install drainage</li> <li>• MR377 Lachlan Valley Way – widening</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• SR231 Curlew Rd 13km RTR-FCR 7.</li> </ul> </li> </ul>
<p>Road resealing</p>	<p>Road resealing work is planned for selected segments of the following roads.</p> <ul style="list-style-type: none"> <li>• <u>State Road:</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> <li>• <u>Main Roads:</u> <ul style="list-style-type: none"> <li>• MR57s The Gipps Way FCR</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Nil 8.</li> </ul> </li> </ul>
<p>Maintenance grading / sucker removal</p>	<p>Routine maintenance grading work is planned for the following sealed/unsealed roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR61n Henry Parkes Way</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• As Required 9.</li> </ul> </li> </ul>
<p>Shoulder grading / re-sheeting/ line marking</p>	<p>Shoulder grading work (re-sheeting) is planned for the following sealed roads.</p> <ul style="list-style-type: none"> <li>• <u>Main Roads</u> <ul style="list-style-type: none"> <li>• MR231 Wyalong Road - line marking 8km</li> <li>• MR57s The Gipps Way - line marking 10km</li> <li>• MR7513 Lake Cargelligo Road – line marking 10km</li> <li>• Rodeo Drive – line marking</li> </ul> </li> <li>• <u>Shire Roads</u> <ul style="list-style-type: none"> <li>• Nil</li> </ul> </li> </ul>
<p>Ongoing survey, investigation &amp; design projects</p>	<ul style="list-style-type: none"> <li>• <u>Lake Cargelligo Heavy Vehicle Bypass</u> 10. Stage 1 works almost complete including final seal. Lines and signs to follow. Stage 1B (Grace St) designed &amp; costed. Ready to construct subject to Council allocation of Roads to Recovery funding. Stage 2 (Narrandera St) concept design done. Detailed design &amp; estimate scheduled for April 2020.</li> <li>• <u>Golf Links Rd and Gum Bend Rd- kerb &amp; Gutter</u> 11. Design complete. Half of works budgeted FY1920. Private works quotation for two driveways to be sent to landowners.</li> <li>• <u>Condobolin School Precinct</u></li> </ul>

	<p>12. Detailed design and construction cost estimate complete. Grant fund opportunity under RMS Fixing Local Roads being investigated for FY2021.</p> <p>13. • <u>Foster Street Upgrade</u></p> <p>14. Detailed design and construction cost estimate complete. Water mains relocation scheduled to start December but delayed until March, stormwater installation scheduled to start February but delayed until Bridge St drainage design completed. Roadworks scheduled for FY2021, subject to funding. Grant opportunity under RMS Fixing Local Roads being investigated.</p> <p>• <u>William, Busby &amp; Lachlan Sts Upgrade</u></p> <p>15. Consultant: Heath Consulting</p> <p>16. Detailed design and construction cost estimate complete. Water mains relocation, footpath works scheduled for December but delayed until March 2020. Stage 1 roadworks scheduled for FY2021 (William St grant funding under RMS Block &amp; REPAIR &amp; Busby St grant funding under RMS Fixing Local Roads being investigated). Stage 2 roadworks scheduled in FY2122 (Lachlan St grant funding under Fixing Local Roads &amp; FAG being investigated).</p> <p>• <u>Officers Parade Roads &amp; Drainage Upgrade</u></p> <p>17. Concept design and cost estimate received. Grant opportunity under RMS Fixing Local Roads being investigated.</p> <p>• <u>Cargelligo Street Reconstruction with sealing</u></p> <p>18. Detailed design and cost estimate received. Grant opportunity under RMS Fixing Local Roads being investigated for FY2122.</p> <p>• <u>SR60 Springvale Road Upgrade curve Realignment</u></p> <p>19. Design complete. Works delayed owing to lack of water and land acquisition negotiations. Construction deferred until FY2021.</p>
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**FINANCIAL AND RESOURCE IMPLICATIONS**

<b>CONSTRUCTION PROJECTS</b>					
<b>Regional Roads</b>					
<b>Project</b>	<b>Budget</b>	<b>Funding Source</b>	<b>Expenditure To Date</b>	<b>Forecast Expenditure</b>	<b>Comments</b>
MR7513 Lake Cargelligo Road, shoulder re-sheet and seal	\$295k	TfNSW Block Grant	\$292k	\$292k	Complete.
MR57N Fifield Road, 1.7 km shoulder widening north of Fifield	\$20k	TfNSW Block Grant	\$5k	\$20k	Culvert pipes ordered and delivered.
Regional Roads, reseals	\$496k	TfNSW Block Grant	\$0k	\$496k	Budget re-allocated in QBR1. To be revised upwards in QBR2 by \$456k. Contractor

					rained off in February.
MR57S The Gipps Way, seal widening	\$3.516m	Fixing Country Roads \$2.8m, TfNSW Block Grant \$1.172m, \$400k 2018/19 REPAIR.	\$827k	\$3.516m	\$856k completed in 2018/19 as REPAIR project. Complete by May 2020.
MR231 Wyalong Road, 7.8 km shoulder widening and reseal	\$800k	\$400k TfNSW REPAIR, \$400k TfNSW Block grant	\$715k	\$800k	Sealing completed in February
MR377 Lachlan Valley Way, widen seal 2 km Stage 1	\$295k	TfNSW Block Grant	\$0k	\$295k	Work to commence in Q4
Regional Roads, heavy patching	\$33k	TfNSW Block Grant	\$0k	\$33k	Work to commence in Q4.

**CONSTRUCTION PROJECTS**

**Local Roads**

<b>Project</b>	<b>Budget</b>	<b>Funding Source</b>	<b>Expenditure To Date</b>	<b>Forecast Expenditure</b>	<b>Comments</b>
SR60 Springvale Road, reconstruct and widen two bends	\$228k	RTR	\$0k	\$228k	Land acquisition underway.
Foster Street, Lake Cargelligo, reconstruct centre lane	\$300k	RTR	\$0k	\$300k	U/g services scheduled for February 2020.
SR343 Willow Bend Road, reconstruct and widen stage 1	\$150k	RTR	\$0k	\$150k	Work to commence in Q4.
SR11 Moiravale Road	\$113k	RTR	\$113k	\$113k	Complete.
SR231 Curlew Road, extend seal	\$1.945m	\$1.595m FCR, \$350k RTR	\$932k	\$1.857m	Work commenced October 2019. On hold till funding deed finalised.
Rodeo Drive/Grace Street intersection	\$230k	RTR	\$230k	\$230k	Complete except lines & signs
SR1033 Boreamble Road, reconstruct and widen 2.92 km	\$438k	RTR	\$462k	\$472k	Project scope to be reduced. Remaining

					budget to be re-allocated in QBR2. Sealing completed in Feb 2020.
Local Roads, reseals	\$140k	FAG Roads	\$101k	\$140k	Incl final seal on some FY1819 projects.
Local Roads, gravel resheets	\$100k	Special Rate Variation	\$0k	\$100k	Work to commence in Q4.
William Street, Condobolin, kerb blisters & footpath	\$280k	FAG Roads	\$0	\$280k	Scheduled to start Feb 2020.
Urban Reseals, Condobolin	\$30k	FAG Roads	\$0k	\$30k	Not commenced, locations to be confirmed
Foster Street, Lake Cargelligo – stormwater drainage	\$150k	FAG Roads	23k	\$150k	Work to commence in Q3.
SR347 Gum Bend Road, Condobolin – kerb and gutter	\$50k	FAG Roads	\$0k	\$50k	Work to commence in Q4.
Maitland Street HV Upgrade	\$900k	Fixing Country Roads \$765k, RTR \$135k	\$0k	\$900k	Design required. Will not commence till funding deed signed.
SR1029 Tullibigeal Road extend seal	\$2.186m	Fixing Country Roads \$913.5k, RTR \$101.5k	\$0k	\$2.186m	Commenced in Jan 2020 using RTR funding.

<b>FUNDING SOURCES</b>					
<b>Funding Source</b>	<b>Amount</b>	<b>Contribution</b>	<b>% Spend</b>	<b>Used by</b>	<b>Comments</b>
Roads to Recovery	\$3.2m	Nil	36.1% (forecast 100%)	30-Jun	Year 1 of new five year programme. An additional \$1.06m of funds



					announced in November.
TfNSW Block Grant and Supplementary	\$3.13m	100% TfNSW	58.7% (forecast 100%)	30-Jun	Lose if unspent by June 2020
TfNSW Traffic Facilities	\$147k	100% TfNSW	82.9% (forecast 100%)	30-Jun	Lose if unspent by June 2020
TfNSW REPAIR	\$400k	100% TfNSW	89.5% (forecast 100%)	30-Jun	Lose if unspent by June 2020
FAG Roads	\$3.4m	100% Federal Grant	38.5%		To reserve if not spent by June.
Fixing Country Roads MR57S Gipps Way Upgrade.	\$2.8m	\$1.172m TfNSW Block, \$0.4k 2018/19 TfNSW REPAIR, \$2.8m Fixing Country Roads,	38.0%	12 months	Complete by May 2020
Fixing Country Roads SR231 Curlew Road Upgrade	\$1.585m	\$350k RTR FY1920 & \$1.585m Fixing Country Roads	60.0% Nil claimed, waiting for grant deed	12 months	Grant deed not yet signed by NSW Treasury. Spend by 12 months after grant deed signing.
Fixing Country Roads Maitland St Bypass Upgrade	\$765k	\$135k RTR FY1920 & \$765k Fixing Country Roads	0%	12 months	Grant deed not yet signed by NSW Treasury. Spend by 12 months after grant deed signing.
Fixing Country Roads SR1029 Tullibigeal Road Upgrade	\$913.5k	\$1,272m RTR FY1920 & \$913.5k Fixing Country Roads	0%	12 months	Grant deed not yet signed by NSW Treasury. Spend by 12 months after grant deed signing

**LEGAL IMPLICATIONS**

Roads Act 1993 and Roads Regulations 2008.

## **RISK IMPLICATIONS**

There are resource, cost and time risks associated with the roads program as a result of the increased funding received during the financial year. To minimise this risk resources are generally being committed to externally funded projects. There are also reputational and future funding risks if the approved projects are delayed. This can be and has been mitigated by sound project management practices and early identification of resource needs.

Lack of water for road construction and maintenance projects has been a significant problem while the drought conditions continue. The recent rain may improve this situation, however if the conditions return to hot, dry weather problems will quickly return to previous levels.

There is design and construction risks associated with the Fixing Country Roads projects, which need some design and scope re-confirmed. For instance, Tullibigeal Road and Maitland Street. The FCR projects at Curlew Road and Gipps Way do not require additional design but still carry construction risk, e.g. time overruns. Spending on those projects will be monitored throughout construction.

Three major projects required Restart NSW to sign funding agreements before work can start or continue. These are Curlew Road, Maitland Street and Tullibigeal Road. Nonetheless, work needed to commence on Curlew Road if Council was to achieve its FY1920 Delivery Plan, with costs covered by the Roads to Recovery co-contribution. Consultation will be undertaken with Restart New South Wales with regards to Curlew Road now that expenditure exceeds the Roads to Recovery budgeted amount. As a result this project has stopped until the signed Grant Deed is received. Work has commenced on the Tullibigeal Road using the Roads to Recovery drought funding. The signed Grant Deeds are expected to be received by the end of February.

## **STAKEHOLDER CONSULTATION**

Roads to Recovery grant program, TfNSW Parkes Regional Office, Restart New South Wales.

## **OPTIONS**

Continue to progress with all road construction works required for completion by 30 June 2020. Report to Council additional funds required where cost estimates show a shortfall in budget allocation. When it becomes evident that projects cannot be completed by 30 June 2020, staff will report to Council any necessary deferrals to FY2021 and the resource implications of that.

## **CONCLUSION**

Council has a road works schedule in place and works are underway. The works schedule will continue with the capital and maintenance works for the FY1920 Roads Program and address the customer requests for safe, smooth transport, while consuming grant funds based on grant body requirements. That is, some projects can be rolled over to FY2021 and some cannot. Owing to the large size of the Roads Program (\$16m), additional resources may be needed to complete the program or projects will have to be deferred to FY2021.

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

- CSP No. 2.1 A vibrant tourism industry including indigenous tourism.
- CSP No. 2.2 A diversified manufacturing sector.
- CSP No. 2.3 an innovative, progressive and growing agriculture sector.
- CSP No. 4.1 Efficient transport networks that meet community and business needs.
- CSP No. 4.5 Grants income support infrastructure programs.
- Transport Asset Management Plan

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That:

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

## 10.2 LAKE CARGELLIGO AERODROME GRAZING LICENCE

**TRIM Number:** R20/6

**Author:** Engineer Assistant - Recreation

### PURPOSE

To provide Council with an update on the proposed Grazing at the Lake Cargelligo Aerodrome.

### SUPPORTING INFORMATION

R17/170 from the July 2017 Council meeting.

R17/242 from the August 2017 Council meeting.

Map of Lake Cargelligo Aerodrome (Attachment 1).

### BACKGROUND

In August of 2017, Council rescinded a previous resolution to have a portion of the Lake Cargelligo Aerodrome leased for grazing purposes. This was largely attributed to the fact that grazing on the vacant land north of the gravel runway (labelled as "Vacant Land" in Attached Map), would disrupt the normal operations of the Aerodrome. Inadequate fencing and the possibility of livestock entering the runway area was deemed as high risk and therefore leasing the land for grazing purposes was not permitted.

### ISSUES AND COMMENTS

In late 2019, Council undertook works to renew the perimeter fencing at the Lake Cargelligo Aerodrome. The recent fencing works have significantly reduced the likelihood of stock entering the runway area, which affords Council the opportunity to lease/licence the vacant land situated to the north of the Aerodrome runway for the purpose of grazing. Recently, Council has received interest from various parties wishing to utilise the land for grazing.

In addition, the grazing of the vacant area will reduce the vegetation fuel load and remove the need for fuel reduction works. The vacant land does not have a suitable permanent water supply.

### FINANCIAL AND RESOURCE IMPLICATIONS

The leasing or licencing the land for grazing does present an opportunity for Council to achieve a small income (estimated at \$2,400 p. a, based on comparable grazing payments). An additional benefit of leasing the land would be to reduce any potential fire hazards and manage the excess vegetation, which would also reduce the likelihood of Kangaroos being attracted to the Aerodrome.

Currently, there is no water situated on the site that livestock can utilise. As specified previously in R17/242, the cost of having a water connection installed would be approximately \$10,000. It is not cost effective for Council to provide water to the vacant area. It would be a condition of the grazing agreement that the grazier provide their own water source, maintain all fences and ensure no activities compromise the operations of the aerodrome.

### LEGAL IMPLICATIONS

Crown Lands Management Act 2016

Civil Aviation Act 1988

Civil Aviation Safety Regulations 1998 (CASR)

Council has the responsibility of ensuring the safe operations of the aerodrome and that the vegetation within the Lake Cargelligo Aerodrome and associated vacant land is controlled and managed appropriately. Grazing serves as an alternative to control the vegetation, in doing so, also has the benefit of providing feed for a grazier. Council would also receive a small income through lease/licence payments.

## RISK IMPLICATIONS

The land to be used for grazing purposes lies in close proximity to the runway area and all activities being undertaken within the vacant area must not interfere with aerodrome operations. The likelihood of livestock getting through the fence has been significantly reduced by the renewal of the fence. To further reduce this risk, Council should take into account the type of livestock the grazier wishes to graze on the land with and condition the licence to ensure the activities will not impact on the aerodrome operations.

Council is in the process of reviewing and updating all Crown Land Management for which Council is the Crown Land Manager. This process is still underway and therefore Council is not able to enter into a long term lease for grazing without the Minister's consent. Under the provisions of the Crown Lands Management Act 2016, Council is able to enter into a short term licence, 12 month, without Minister's consent.

## STAKEHOLDER CONSULTATION

Council staff have been approached by 4 local graziers who have expressed their interest in grazing the land. Opportunities for agistment are minimal in drought affected communities such as Lake Cargelligo who are currently experiencing one of the worst periods of drought on record.

## OPTIONS

1. Do nothing – Council continue to manage the aerodrome solely for this purpose and reduce vegetation loads by other means.
2. Council defer a decision on the matter, pending the completion of the review of the Crown Land Management process, which would enable a long term lease to be entered into. This review must be completed by June 2021.
3. Council rescind resolution 2017/200 and call for Expressions of Interest from the public for a conditional short term grazing licence over the vacant land. The time required to complete this process is likely to be 2 months.
4. Council rescind resolution 2017/200 and Council delegating authority to the General Manager to enter into a conditional short term grazing licence (12 months) with one (or more) interested party, and negotiate an appropriate licence conditions and fee

## CONCLUSION

Recent fencing renewals at the Lake Cargelligo Aerodrome has allowed Council the opportunity to reconsider the land management and the potential for the land to be grazed. It was identified that the previous fencing would not sufficiently restrict livestock and interfere with Aerodrome operations. This has now been rectified and allows the matter to be further considered.

## LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

4.4: Strategic management of Villages and Crown reserves

5.2 Care for our community land

## ATTACHMENTS

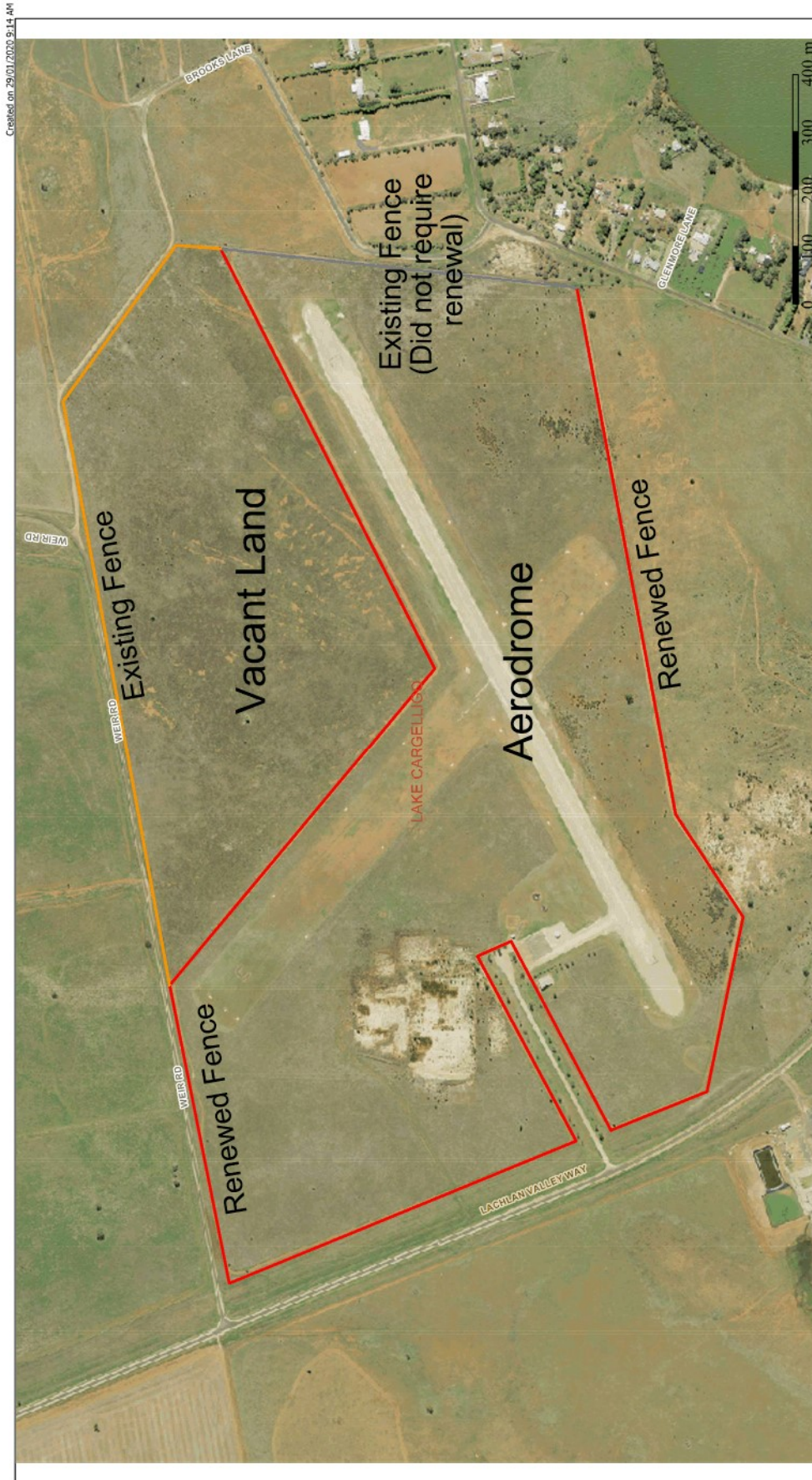
1. **Map of Lake Cargelligo Aerodrome**
2. **Draft Short term licence**

### RECOMMENDATION

That:

1. The Director Infrastructure Services Report No. 20/6 be received and noted.

2. Council rescind resolution 2017/200
3. Expressions of Interest be publicly advertised for a short term grazing licence over the vacant land at the Lake Cargelligo Aerodrome.
4. Council delegate authority to the General Manager to enter into a short term grazing licence (12 months) with the preferred party.



## Lake Cargelligo Aerodrome

Projection: GDA94 / MGA zone 55

Date: 29/01/2020

Created By: Michael Quin



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**SHORT-TERM LICENCE**

**Short-term Licence:  
Section 2.20 Crown Land Management Act 2016**

On this [day] day of [month] two thousand and [year], the [Crown Land Manager name] (hereinafter referred to as the "Crown Land Manager") being the appointed Crown Land Manager under the *Crown Land Management 2016* ("Act") for the whole of the land within Reserve No. [number] for [purpose] and situated at [address], hereby grants pursuant to section 2.20 of the Act a short-term licence to the person(s) specified in section 1 of schedule 1 (hereinafter referred to the "licensee") subject to the following terms and conditions:

- 1 The licensee must pay the Crown Land Manager the licence fees and bond (if any) specified in section 5 of schedule 1 prior to occupation of the Crown land. The bond (if any) will be returned upon expiry and compliance with the conditions of the licence.
- 2 The licence remains in force for the term specified in section 6 of schedule 1, which is not to exceed 12 months. The Crown Land Manager may cancel the Licence without prior notice if there is a breach by the licensee of any of the licence conditions.
- 3 The licensee must advise the Crown Land Manager of any changes to the contact details set out in section 3 of schedule 1.
- 4 The licensee must not interfere with any other person authorised by the Crown Land Manager to use the reserve or any part thereof.
- 5 The licensee must not use the land specified in section 2 of schedule 1 except for the purpose(s) authorised by this licence in section 4 of schedule 1.
- 6 The licensee must comply with all of the special conditions specified in section 7 of schedule 1.
- 7 Any notice provided for in this licence shall be deemed to be validly served if;
  - a it is personally served on the licensee or where the licensee is a corporation or association, on an officer of the corporation or association; or
  - b it is sent by prepaid ordinary mail addressed to the licensee at the address shown in section 3 of schedule 1.
- 8 The Crown Land Manager does not make or give any warranty, promise or covenant to the licensee for quiet enjoyment of the licence area.

<p><b>Signed on behalf of the Crown Land Manager:</b></p> <p>-----</p> <p>Name: Position: Dated:</p> <p>Signed by witness:</p> <p>-----</p> <p>Print Name: Dated:</p>	<p><b>Signed on behalf of the Licensee:</b></p> <p>-----</p> <p>Name: Position: Dated:</p> <p>Signed by Witness:</p> <p>-----</p> <p>Print Name: Dated:</p>
---	---



**SHORT-TERM LICENCE**

<b>SCHEDULE 1</b>																											
<b>SECTION 1:</b> Licensee (full name)	Name of Licensee: _____ (Organisation or Company if applicable) ABN: _____																										
<b>SECTION 2</b> Licensee's Right	The Licensee shall have the use of the reserve area being Lot <b>(Insert Number)</b> DP <b>(Insert Number)</b> as shown by red hatching on the diagram attached as Schedule 2 to this Licence (hereinafter called "the licensed area").																										
<b>SECTION 3:</b> Contact details for service of notice	Address: _____ Email: _____ Phone(s) _____																										
<b>SECTION 4:</b> Purpose of Licence (must be for prescribed purpose)	<p>The Licensee shall have the use of the area shown on the diagram attached as schedule 2 (hereinafter called "the licensed area") for the prescribed purpose of (tick as applicable):</p> <table border="0"> <tr> <td><input type="checkbox"/> access through a reserve</td> <td><input type="checkbox"/> grazing</td> </tr> <tr> <td><input type="checkbox"/> advertising</td> <td><input type="checkbox"/> hiring of equipment,</td> </tr> <tr> <td><input type="checkbox"/> camping using a tent, caravan or otherwise</td> <td><input type="checkbox"/> holiday accommodation</td> </tr> <tr> <td><input type="checkbox"/> catering,</td> <td><input type="checkbox"/> markets,</td> </tr> <tr> <td><input type="checkbox"/> community, training or education,</td> <td><input type="checkbox"/> meetings,</td> </tr> <tr> <td><input type="checkbox"/> emergency occupation</td> <td><input type="checkbox"/> military exercises,</td> </tr> <tr> <td><input type="checkbox"/> entertainment,</td> <td><input type="checkbox"/> mooring of boats to wharves or other structures</td> </tr> <tr> <td><input type="checkbox"/> environmental protection, conservation or restoration or environmental studies,</td> <td><input type="checkbox"/> sales,</td> </tr> <tr> <td><input type="checkbox"/> equestrian events</td> <td><input type="checkbox"/> shows,</td> </tr> <tr> <td><input type="checkbox"/> exhibitions</td> <td><input type="checkbox"/> site investigations,</td> </tr> <tr> <td><input type="checkbox"/> filming (as defined in the Local Government Act 1993),</td> <td><input type="checkbox"/> sporting and organised recreational activities,</td> </tr> <tr> <td><input type="checkbox"/> functions,</td> <td><input type="checkbox"/> stabling of horses,</td> </tr> <tr> <td></td> <td><input type="checkbox"/> storage.</td> </tr> </table> <p>as specified in the Crown Land Management Regulations for the purpose of section 2.20 of the Act.</p>	<input type="checkbox"/> access through a reserve	<input type="checkbox"/> grazing	<input type="checkbox"/> advertising	<input type="checkbox"/> hiring of equipment,	<input type="checkbox"/> camping using a tent, caravan or otherwise	<input type="checkbox"/> holiday accommodation	<input type="checkbox"/> catering,	<input type="checkbox"/> markets,	<input type="checkbox"/> community, training or education,	<input type="checkbox"/> meetings,	<input type="checkbox"/> emergency occupation	<input type="checkbox"/> military exercises,	<input type="checkbox"/> entertainment,	<input type="checkbox"/> mooring of boats to wharves or other structures	<input type="checkbox"/> environmental protection, conservation or restoration or environmental studies,	<input type="checkbox"/> sales,	<input type="checkbox"/> equestrian events	<input type="checkbox"/> shows,	<input type="checkbox"/> exhibitions	<input type="checkbox"/> site investigations,	<input type="checkbox"/> filming (as defined in the Local Government Act 1993),	<input type="checkbox"/> sporting and organised recreational activities,	<input type="checkbox"/> functions,	<input type="checkbox"/> stabling of horses,		<input type="checkbox"/> storage.
<input type="checkbox"/> access through a reserve	<input type="checkbox"/> grazing																										
<input type="checkbox"/> advertising	<input type="checkbox"/> hiring of equipment,																										
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<input type="checkbox"/> functions,	<input type="checkbox"/> stabling of horses,																										
	<input type="checkbox"/> storage.																										
<b>SECTION 5:</b> Licence Fee (\$)	The licence fee is \$ _____ The bond fee is \$ _____																										
<b>SECTION 6:</b> (a) Term (not	(a) Days: _____ or Months: _____																										

<p>to exceed 12 months)</p> <p>(b) Commencement Date</p> <p>(c) Expiry Date</p>	<p>(b) Day: _____ Month: _____ Year: _____</p> <p>(c) Day: _____ Month: _____ Year: _____</p>
<p><b>SECTION 7:</b> Special Conditions</p>	<p>(a) The licensee shall keep the said licensed area and any buildings clean and tidy and all papers and other rubbish shall be collected and removed.</p> <p>(b) The licensee shall control weeds as directed by the “local control authority” (as defined in section 8 below).</p> <p>(c) The licensee shall immediately repair and make good, damage occasioned by the licensee’s use of the licensed area.</p> <p>(d) The Licensee shall indemnify and keep indemnified the Crown Land Manager and the Minister administering the <i>Crown Land Management Act 2016</i> against all actions, suits, claims, debts, obligations and other liabilities that may arise from the activities of the Licensee during the currency of the Licence.</p> <p>(e) The Licensee shall, before occupying the licensed area, take out a public risk insurance policy for the term of the licence, for the amount of \$20,000,000 for any one claim whereby the Crown Land Manager and the Minister administering the <i>Crown Land Management Act 2016</i> shall during the continuance of this Licence be indemnified against claims and demands arising from death or bodily injury or damage to property arising out of the Licensee’s use of the licensed area. Copy of such coverage is to be handed to the CLM before occupying the licensed area.</p> <p>(f) The Licensee shall maintain all other insurances as may be required by the <i>Workers Compensation Act 1987</i> or any other Act or Acts of Parliament in regard to the conduct of activities of the Licensee on the licensed area. Copy of such coverage is to be handed to the Crown Land Manager before occupying the Licensed area.</p> <p>(g) No relationship of landlord and tenant is or is intended to be created between the parties hereto by virtue of this License or in any way whatsoever.</p> <p>(h) The Licensee, or other authorised employee of the Licensee, is responsible for supervising the activities permitted by the licence.</p> <p>(i) The following listed activities shall not be conducted unless supervised by the Licensee, or an authorised employee of the Licensee: <b>[insert/list activities in space below or strikethrough this clause]:</b></p> <ul style="list-style-type: none"> <li>• Activities:</li> </ul>

	<ul style="list-style-type: none"> <li>(j) The Crown Land Manager reserves the right to remove from or refuse entry to the licensed area any person regardless of any arrangements or contract with the Licensee.</li> <li>(k) All improvements, erections and fixtures now or hereafter erected on the licensed area are acknowledged by the Licensee to be absolute property of the Crown, but the Licensee shall maintain and repair such improvements, erections and fixtures during the period of this Licence.</li> <li>(l) This Licence is subject to the provisions of the Crown Land Management Act 2016, including section 2.20 and 3.43 of that Act.</li> <li>(m) The Licensee shall not sublet, assign or otherwise deal with the Licensed area.</li> </ul>
<p><b>SECTION 8:</b> Local control authority</p>	<p>The Local Control Authority is:</p> <ul style="list-style-type: none"> <li>(a) The council of the local government area, or if weed control functions for that area have been conferred on a county council or joint organisation (within the meaning of the <i>Local Government Act 1993</i>) under any other Act, that other county council or joint organisation,</li> <li>(b) for land within the Western Division that is not within a local government area, the Minister, and</li> <li>(c) for land within Lord Howe Island, the Lord Howe Island Board.</li> </ul>

**SHORT-TERM LICENCE**

**SCHEDULE 2**

**DIAGRAM SHOWING LICENCE AREA BY RED HATCHING**

**N**



### 10.3 ROAD CLOSURES

**TRIM Number:** R20/11

**Author:** Manager - Roads

#### PURPOSE

To consider a request for a road closure in the Tottenham locality.

#### SUPPORTING INFORMATION

Supporting information is contained within the report and attachments.

#### BACKGROUND

Prior to 1 July 2018 all road closures were processed by the NSW Department of Planning, Industry & Environment – Crown Lands. Council submissions to the '*Crown Lands Management Review White Paper*' resulted in a change to that process from July 2018. Now Councils have the ability to close council public roads through a robust notification and submission period. This change does not apply to Crown Roads.

Council has received a request from Fiveways Legal Pty Ltd requesting on behalf of their client for the closure of two roads in the Tottenham locality. The roads involved are:

- Part of SR 269 Yarrangrove Road off SR 5 Lansdale Road
- Unnamed road off SR 257 Racecourse Road

The status of the two roads is different and the different approach for the closure of both roads is required.

#### ISSUES AND COMMENTS

##### ***SR 269 Yarrangrove Road***

This road is a Council road and the first approx. 750 m has been maintained as an unformed road. The road then has a 90 degree right hand bend and continues for another approx. 1,100 metres. This section adjacent to Lot 6 DP 75400 is the length the applicant wishes to close as it is effectively part of his property. The applicant also owns Lot 2 and 3 DP 822470 - other similar sections of road that have been previously closed - and Lot 34 DP 724639 and Lot 36 DP 724640. Council has no need for this section of road as all adjacent land to the road are owned by the applicant.

Council may close a council public road under section 38A of the '*Roads Act 1993* which states;

*"A council may propose the closure of a council public road for which it is the roads authority if;*

*(a) the road is not reasonably required as a road for public use (whether for present or future needs), and*

*(b) the road is not required to provide continuity for an existing road network, and ..."*

As the part of the road proposed for closure is an unformed Council public road, the land would become vested in the Crown upon closure. The applicant would then need to make application to the NSW Department of Planning, Industry & Environment – Crown Lands to procure the closed road from the Crown through a separate process.

To close the road Council would have to publically advertise the proposed closure and seek public comment. In addition a survey plan and title for the closed section of road would need to be obtained.

##### ***Unnamed road off SR 257 Racecourse Road***

This road, which is approx. 4,500 metres long is a Crown road and therefore the responsibility for closure of this road is with the NSW Department of Planning, Industry & Environment – Crown Lands. Council does not need to take any further action other than to notify the applicant that they will need

to apply to the NSW Department of Planning, Industry & Environment – Crown Lands to close the Crown road. As there is more than one landowner along this road, closure may be more difficult but this is for the NSW Department of Planning, Industry & Environment – Crown Lands to determine.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

There is a cost involved in undertaking the public notification of proposed closure and the preparing of survey plan and obtaining title for the closed road. As the closure has minimal benefit for the Council, agreement should be sought from the applicant to meet all costs associated with the closure prior to proceeding with the closure. This may be an issue for the applicant in that if the closure occurs the closed road then becomes Crown land and the applicant will have to go through a separate process to procure the closed road from the Crown.

### **LEGAL IMPLICATIONS**

Road closure of a Council road is undertaken under Part 4, Division 3 of the '*Roads Act 1993*'. The closure of a Crown road is not a function of Council and is done by the NSW Department of Planning, Industry & Environment – Crown Lands.

### **RISK IMPLICATIONS**

There are no identified risk implications of road closures provided the correct procedures are followed and easements for right of access and right of carriageway are provided to any isolated land parcels which is not applicable in this case.

### **STAKEHOLDER CONSULTATION**

Council is required under the '*Roads Act 1993*' to give notice of the proposal;

- (a) to be published in a local newspaper, and
- (b) to be given to--
  - (i) all owners of land adjoining the road, and
  - (ii) all notifiable authorities, and
  - (iii) any other person (or class of person) prescribed by the regulations.

### **OPTIONS**

Council may decide to not close SR269 Yarrangrove Road but this is not recommended.

### **CONCLUSION**

Proceeding with the requested road closure of part of SR 269 Yarrangrove Road will not adversely affect the Council and should be supported.

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

- CSP No. 2.3 An innovative, progressive and growing agricultural sector.
- CSP No. 4.1 Efficient transport networks that meet community and business needs.

### **ATTACHMENTS**

#### **1. Council Report R20-11 Supporting Documents**

#### **RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R20/11 be received and noted.

2. Council resolves to seek public submissions on the closure of part of SR 269 Yarrangrove Road subject to the applicant agreeing in writing to meet all costs associated with the road closure.
3. The applicant be advised that the unnamed road off SR 257 Racecourse Road is a Crown road and application for closure should be made to the NSW Department of Planning, Industry & Environment – Crown Lands.



Our Ref: 264

6 November, 2019

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

Sent first by email to: [council@lachlan.nsw.gov.au](mailto:council@lachlan.nsw.gov.au)

Dear Mr Tory

**RE: PROPOSED CLOSURE AND PURCHASE OF ROADS NEAR TOTTENHAM**

Following discussions with your Stephen Taylor on 1 November, our client has instructed us to write to Council requesting the closure and his subsequent purchase of two roads in the Tottenham vicinity.

Our client has been advised by the Department of Planning, Industry and the Environment - Crown Lands that, following changes to the legislation, the application lodged with them in 2016 to purchase the roads should now be taken up with Lachlan Shire Council.

We have attached copies of the map provided to our client by Mr Taylor to assist in identifying the roads in question.

Please provide us with an outline of the process involved and your requirements to progress this matter in a timely manner.

Yours faithfully

A handwritten signature in black ink, appearing to read 'G. Holmes', written over a faint circular stamp or watermark.

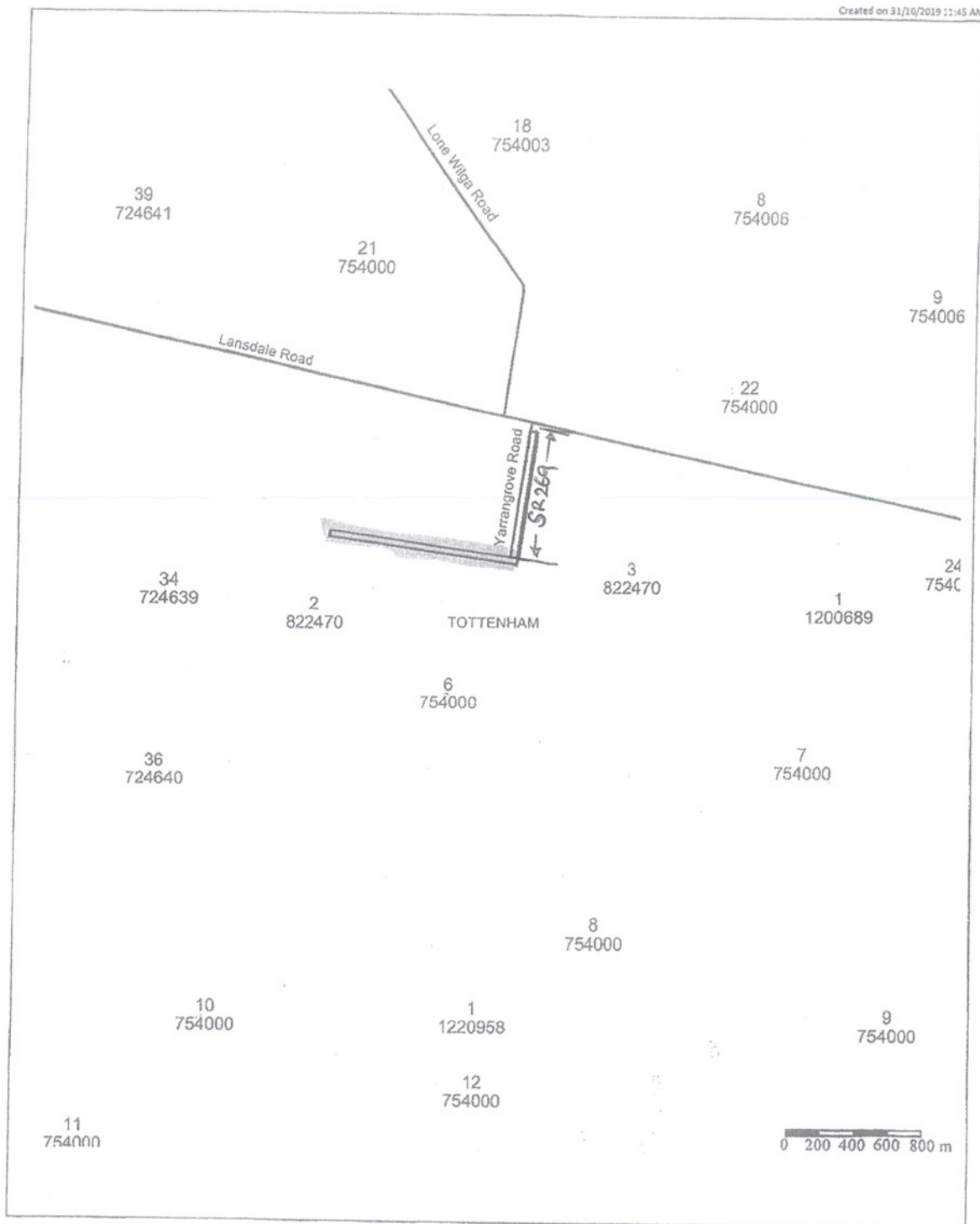
Gabrielle Holmes  
Solicitor

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(PO Box 79)  
Tottenham NSW 2873

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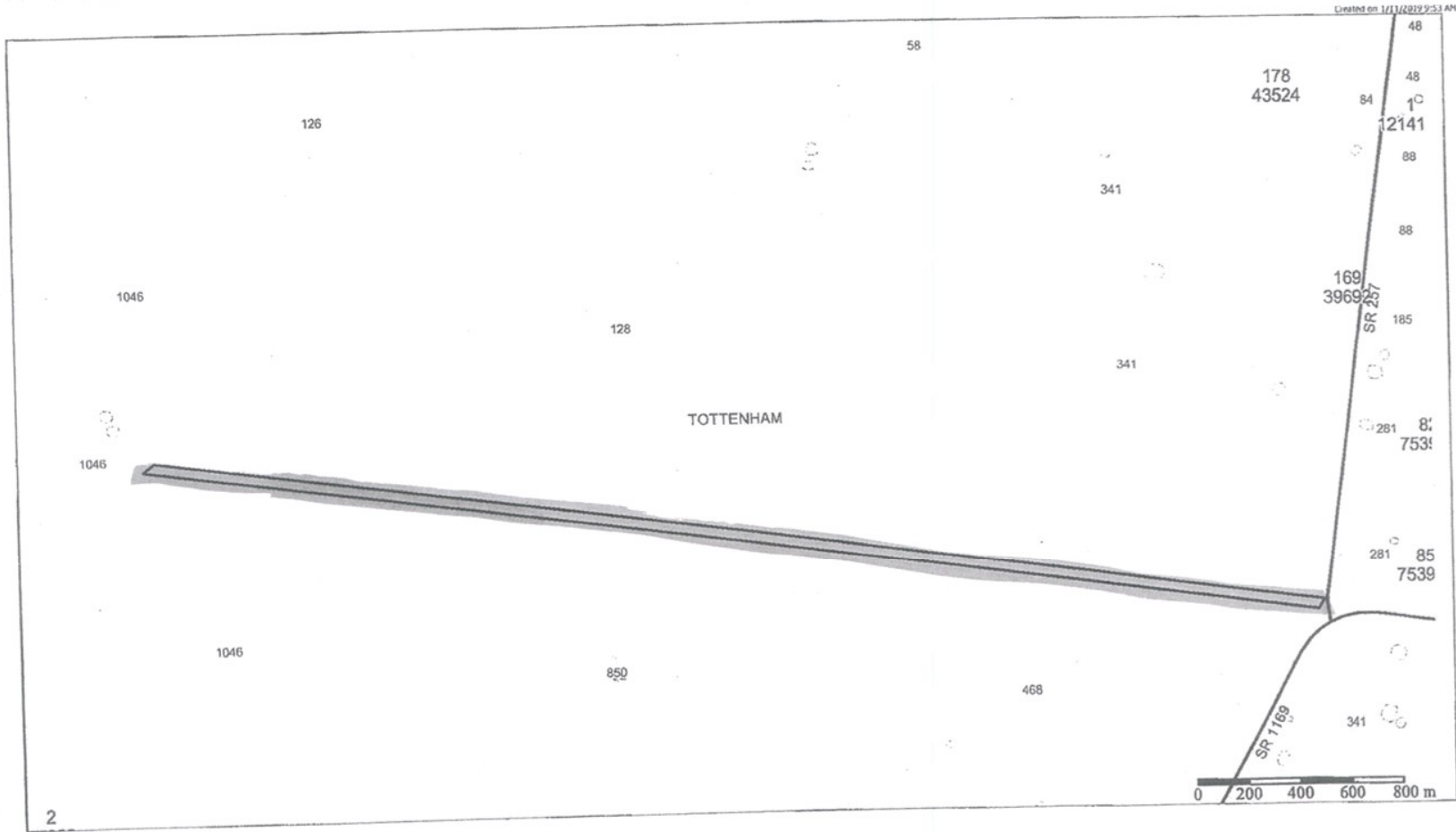





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 Project Code: 62491 / PGM 9994 53  
 Date: 21/10/2019 11:45 AM

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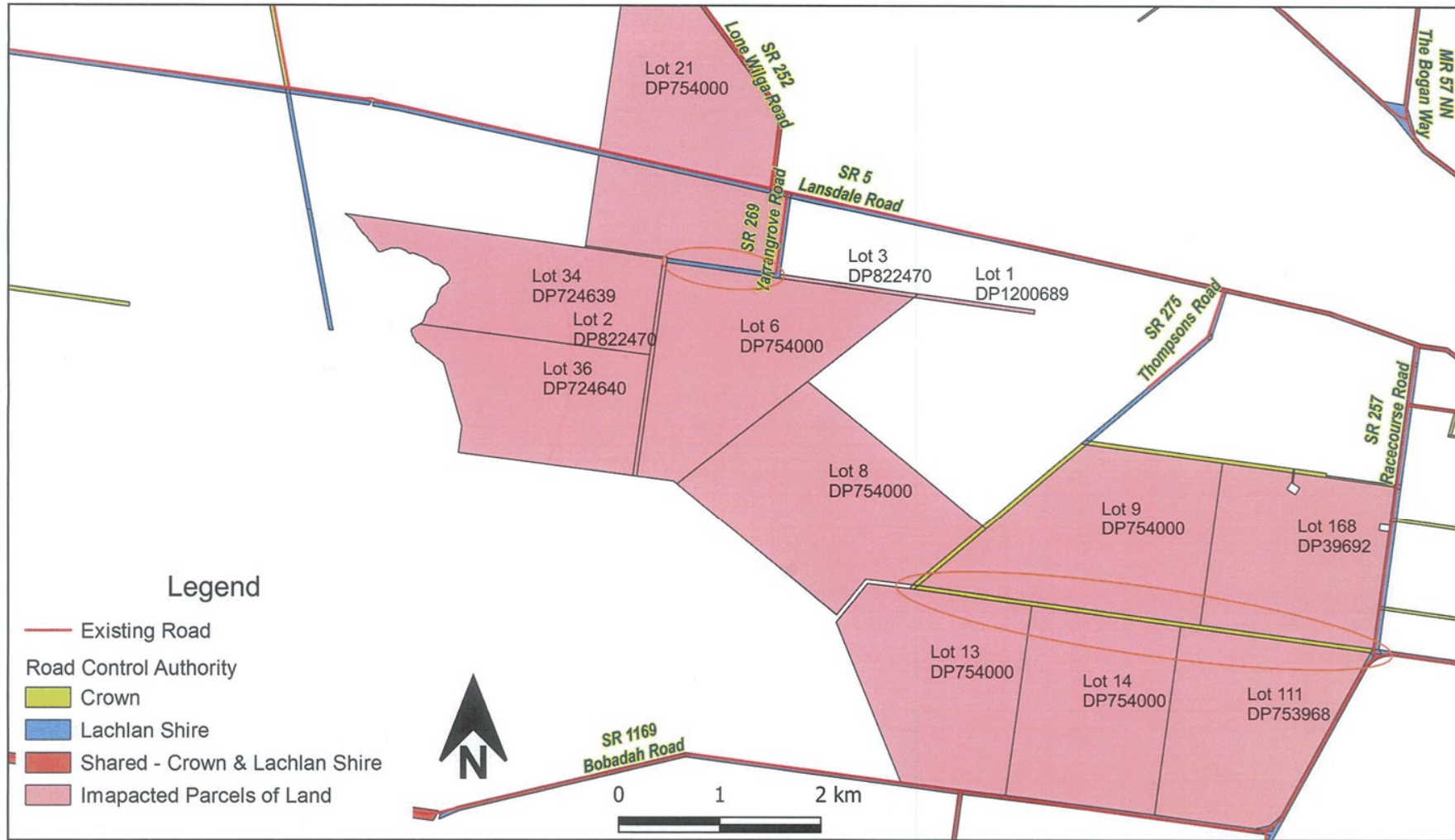
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Date: 1/11/2019

Created By: Stephen Taylor



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 Date: 12/02/2020  
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## Council road closures Fact Sheet

### Council road closures—a guide for councils

From 1 July 2018, councils will have the power to close council public roads. This change responds to council submissions to the [Crown Lands Management Review](#) white paper.

Part 4 Division 3 of the [Roads Act 1993](#) (the Roads Act) outlines the new legislative requirements for councils.

#### Benefits to councils

The changes coming into force from 1 July enable a streamlined process for councils when closing council public roads. Councils no longer need to apply to NSW Department of Industry—Lands & Water (the department) to close council public roads.

Legislative safeguards are in place to help councils undertake a robust notification and submission period before deciding whether to close a council public road. Safeguards include the right for any person or class of person referred to in Section 38B(1)(b) of the Roads Act to appeal a decision in the Land & Environment Court.

#### A guide to closing council public roads

To help councils navigate the new council road closure process, the department, acting in good faith, has prepared this guide and supporting material. The council road closure guide provides general information on:

- road status and construction
- vesting of council roads on closure
- the notification process
- closing roads for giving in compensation.

#### Road status and construction

Before proposing to close a council road, councils should complete preliminary checks on road status and construction. The preliminary checks prevent councils spending unnecessary time and resources on proposals that cannot be processed by councils or do not fit with council plans and strategies.

For proposals that progress to notification stage, council's road status report and road construction declaration demonstrate to the department that council is the roads authority and the road will remain vested with council upon closure.

#### Road status report

Councils must provide the department with evidence to confirm that the road proposed for closure is opened or dedicated as a council public road. Councils cannot close non-council roads.

Where the road was dedicated from freehold land, councils will find it useful to identify the prior volume folio or old system grant.

[Part 2 Division 2](#) of the Roads Act provides a mechanism for councils to resolve doubts concerning the status of certain roads.

NSW Land Registry Services has useful information online regarding the [closure of council public roads created in subdivisions before 1920](#).

Information brokers can provide specialised titling support if councils require assistance. NSW Land Registry Services lists a number of approved [information brokers](#).



## Council road closures Fact Sheet

### Construction declaration

Council's determination of construction affects who the road vests with on closure.

The dictionary of the *Roads Act 1993* does not specifically define 'construction' in terms of section 38E(2) of the Act. The definitions of 'road work' and 'carry out road work' in the dictionary of the Roads Act appear to be related to 'construction'. Councils may give consideration to developing an agreed set of guiding principles on what constitutes 'construction'.

Examples of current or historical construction within road corridors may include:

- bitumen-sealed road formations
- gravel or other road-base material
- formed footpaths and/or kerb and guttering
- slashing or clearing of vegetation
- mowing.

The department will accept a written declaration of road construction from councils. Council's construction declaration will form the basis of the department's response.

### Vesting of council roads on closure

The vesting of council roads on closure remains unchanged by the *Roads Act 1993* amendments.

When a constructed council public road is closed, it remains vested in council as council land. Councils may facilitate the subsequent sale of the council land and receive the proceeds of sale.

The department no longer has the power to close unconstructed council roads. Councils are required to process the closure of suitable unconstructed council public roads even though the roads will vest in the Crown upon closure.

When looking to close an unconstructed council road, council should forward its road closure proposal to [council.roadclosures@crowland.nsw.gov.au](mailto:council.roadclosures@crowland.nsw.gov.au) in the early stages to identify options to progress the outcome sought where possible.

When an unconstructed council public road is closed, it becomes vested in the Crown as Crown land. The department will object to the proposed closure if the consequential vesting in the Crown is considered unsuitable according to departmental policy.

Councils are not able to facilitate the sale of an unconstructed council road or receive the proceeds of any subsequent sale.

### Sale of a closed, unconstructed council public road

Section 42(1) of the Roads Act outlines that Crown land forming part of a former public road must be dealt with under the *Crown Land Management Act 2016* (the CLM Act). Any proposal to sell a former public road under the CLM Act may require consultation in line with the department's Community Engagement Strategy (CES).

Funds received from the sale of Crown land, including former unconstructed council roads, are retained by the Crown.

### Notification process

The department has created the following resources to support councils with the notification process:

- newspaper notice
- notice to adjoining landowners
- notice to NSW Department of Industry—Lands & Water
- notice to notifiable authorities excluding NSW Department of Industry—Lands & Water



## Council road closures Fact Sheet

- notifiable authority contact list.

Councils must:

- use the specific NSW Department of Industry—Lands & Water notice template when forwarding road closure notices to the department
- provide the department with a road status report and a determination of road construction
- notify the department of closed, unconstructed, council roads, by emailing a copy of the gazette notice, registered survey plan (and 88B where required), and any other relevant information
- send all NSW Department of Industry—Lands & Water notifications and supplementary information to [council.roadclosures@crowland.nsw.gov.au](mailto:council.roadclosures@crowland.nsw.gov.au).

It is council's responsibility to notify any person or class of persons with an interest in the road closure. This includes authorities not covered by section 38B(1)(b) that have infrastructure within the road.

### Closing roads for giving in compensation

Section 44 provisions in the Roads Act remain unchanged. Land forming part of a former public road may still be given in compensation for other land acquired for the purposes of the Roads Act.

Where council has an interest in Crown roads for the purpose of giving in for compensation, contact should be made with the local office or by emailing an enquiry to [cl.enquiries@crowland.nsw.gov.au](mailto:cl.enquiries@crowland.nsw.gov.au).

### More information

To ensure departmental response, please email all council road closure proposals with the status report and construction declaration to [council.roadclosures@crowland.nsw.gov.au](mailto:council.roadclosures@crowland.nsw.gov.au).

A suite of supporting information for councils is available from the [department's website](#).

Enquiries to close or purchase Crown roads may be directed to [roads.newcastle@crowland.nsw.gov.au](mailto:roads.newcastle@crowland.nsw.gov.au) or 1300 886 235.

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## Council road closures Frequently asked questions

### Council road closures

*These frequently asked questions concern the closure of council public roads by councils. It is part of a suite of supporting documents on the Crown Lands website to assist councils with the transition to closing their own roads for the first time.*

#### **Where can councils find statutory requirements regarding the closure of council public roads?**

Part 4 Division 3 of the [Roads Act 1993](#) and Clause 83A(1) of the [Roads Regulation 2008](#) outline the statutory requirements regarding the closure of council public roads by councils.

#### **Can a council still apply to NSW Department of Industry—Lands & Water (the department) to close a council public road?**

No, the department no longer has power to close council public roads.

#### **Do all council public roads vest in council upon closure?**

Only constructed council public roads remain vested in council upon closure. Unconstructed council public roads become vested in the Crown upon closure.

#### **What is the definition of ‘construction’ as per Section 38E(2) of the Roads Act 1993?**

The dictionary of the *Roads Act 1993* does not define ‘construction’ in terms of section 38E(2) of the Act. The Act’s definition for ‘road work’ includes any kind of work on or in the vicinity to facilitate use of the road as a road. The term construction is also used in the Act in reference to construction of conduits on public roads for utility services.

Given the Act does not define ‘construction’, NSW Councils may want to consider developing an agreed set of guiding principles for what may constitute ‘construction’ on a council road.

Examples of current or historical construction within road corridors to facilitate a passage of access as a road may include:

- bitumen-sealed road formations
- surface works - gravel or other road-base material; filling pot holes
- formed footpaths and/or kerb and guttering
- slashing or clearing of vegetation
- mowing

The department will accept a written declaration of road construction from councils. Council’s construction declaration will form the basis of the department’s response.

#### **Can the department still close unconstructed council public roads with council’s consent, considering that these roads vest in the Crown upon closure?**

No. The department no longer has power to close constructed or unconstructed council public roads.



## Council road closures Frequently asked questions

### **Where can council obtain status searches to confirm the status of council public roads?**

Council may wish to use the expertise of an appropriately skilled council officer, a registered surveyor or a NSW Land Registry Service-approved [information broker](#) to undertake a road status search.

### **If council does not have conclusive evidence confirming road status as council public road, can we approach Status Branch to check departmental records that aren't publicly available?**

Council can [contact us](#) and request a search of available departmental records if public evidence remains inconclusive. A status search fee is payable by council if Status Branch are engaged to undertake a search.

### **Which authorities require notification when proposing to close a council public road?**

Section 32B of the [Roads Act 1993](#) and Clause 83A(1) of the [Roads Regulation 2008](#) list the notifiable authorities.

### **Are councils required to notify the department regarding council road closure proposals?**

Yes, councils are required to notify the department of all council road closure proposals. All notifications are to be emailed to [council.roadclosures@crowland.nsw.gov.au](mailto:council.roadclosures@crowland.nsw.gov.au) and include a diagram, road status confirmation and declaration as to construction (vesting). Further information is available on the [department's website](#).

### **What is the best method to close a road which is shared Crown/council?**

Please send an enquiry to [council.roadclosures@crowland.nsw.gov.au](mailto:council.roadclosures@crowland.nsw.gov.au) for case-by-case investigation.

### **Can crown roads be transferred to council for use as compensation under Section 44 of the Roads Act 1993?**

Please send an enquiry to [council.roadclosures@crowland.nsw.gov.au](mailto:council.roadclosures@crowland.nsw.gov.au) for case-by-case investigation prior to completing the council road closure requirements set out in section 38B of the [Roads Act 1993](#).

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**10.4 FY1920 UTILITIES MONTHLY UPDATE FOR DECEMBER/JANUARY**

**TRIM Number: R20/16**

**Author: Manager - Utilities**

**PURPOSE**

To provide a summary of the existing and future works and projects associated with the provision of water and sewerage services across Lachlan Shire for December & January 2020.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Lachlan Shire Council is responsible for a suite of capital and operational works associated with the provision of water and sewerage services. This report provides status updates on projects and programmes of significance and interest to Council and stakeholders.

**ISSUES AND COMMENTS**

Arising out of an audit by Restart NSW of all Council’s grant funded projects, Council resolved in December to seek the approval of the relevant Minister that those capital works projects be constructed by Public Works. A letter was sent to the Minister in early February detailing this request and a response is yet to be received. Refer attachment.

Assuming the request is accepted, there will be a handover arranged between Council staff and Public Works project managers. Council staff will also seek a role on a steering committee so that there is some oversight of and input into the projects. Timing of these matters will be reported to Council when known.

In the meantime, Council staff retain responsibility for the operations and maintenance of existing water & sewer infrastructure and minor (non-grant funded) capital works.

**Condobolin**

Project	Progress
<p>RNSW 1879 Condobolin Water Supply Upgrade Scoping Study</p> <ul style="list-style-type: none"> <li>• Please note that Council has sought approval from the Minister for Water, Property and Housing to hand over delivery of the design and construction stage of this project to NSW Public Works Advisory as per Council’s resolution 2020/2.</li> </ul>	<ul style="list-style-type: none"> <li>• The final draft of the Condobolin Water Treatment Plan Strategic Plan Options Assessment by Hunter H20 was received by Council staff 11 February 2020.</li> <li>• The preferred option is to build a new Water Treatment Plant (WTP) for Condobolin. The report suggests that the cost for the new WTP is in excess of \$23M (±50%).</li> <li>• This report is now going to be sent to the Minister for Water, Property and Housing with an aim to seek further funding opportunity for the design and construction of a new Condobolin Water Treatment Plant.</li> <li>• Tender documents for the Condobolin WTP backwash handling system have been finalised and are ready to be released through TenderLink.</li> <li>• Invitation for tenders will be delayed until the appointment of Public Works project managers.</li> </ul>
<p>RNSW 1880 Condobolin Sewerage Scheme Scoping Study</p>	<ul style="list-style-type: none"> <li>• A letter and the final draft of the Condobolin Sewage Treatment Plant Upgrade Options Report were sent to the Minister for Water, Property and Housing on 11 December 2019, seeking further</li> </ul>

<ul style="list-style-type: none"> <li>Please note that Council has sought approval from the Minister for Water, Property and Housing to hand over delivery of the design and construction stage of this project to NSW Public Works Advisory as per Council's resolution 2020/2.</li> </ul>	<p>funding opportunity for the design and construction of a new Condobolin Sewerage Treatment Plant. No response has been received to date.</p> <ul style="list-style-type: none"> <li>The preferred option is to build a new Sewage Treatment Plant (STP) for Condobolin. The report suggests that the cost for the new STP is in excess of \$13M (±50%).</li> </ul>
<p>RNSW 755 Condobolin Bore Fields II</p> <ul style="list-style-type: none"> <li>Please note that Council has sought approval from the Minister for Water, Property and Housing to hand over delivery of this project to NSW Public Works Advisory as per Council's resolution 2020/2.</li> </ul>	<ul style="list-style-type: none"> <li>After twelve months of water quality monitoring of Goobang Creek, monitoring will continue to capture data during different periods (dry and wet). To date, data has only been for drought conditions.</li> <li>Tender documents for the pipeline &amp; bore headworks detailed design have been finalised and are ready to be issued through TenderLink.</li> <li>Invitation for tenders and upgrade of mains power will be delayed until the appointment of Public Works project managers.</li> </ul>
<p>Officers Parade Sewer Pump Station Upgrade</p>	<ul style="list-style-type: none"> <li>Delays owing to additional scope to install a mag flow meter and replace the pumps.</li> <li>This project is expected to be completed by June 2020.</li> </ul>
<p>Sewer Asset Data Verification &amp; Capturing</p>	<ul style="list-style-type: none"> <li>The contract was awarded to Rapid Map Services Pty Ltd in late January. Contractor is expected to mobilise to site in April and complete by end June.</li> <li>This project is aimed to capture all underground sewer assets and develop a reliable sewer asset register. Once completed, renewal works will be able to be planned to create future work programs.</li> </ul>

**Lake Cargelligo**

Project	Progress
<p>Lake Cargelligo Water Treatment Plant Fluoridation Unit</p>	<ul style="list-style-type: none"> <li>Final Inspection of the Fluoridation Unit was undertaken by DPIE on 5-6 February 2020 with a satisfactory result.</li> <li>A report from DPIE will be forwarded to NSW Health recommending the official commissioning of the Fluoridation Unit.</li> <li>Once advice from NSW Health is received, a media release will be distributed to the communities of Lake Cargelligo, Tullibigeal, Murrin Bridge and Kikoira to advise the water supply will be fluoridated.</li> </ul>
<p>Murrin Bridge Potable Water Supply Pipeline</p>	<ul style="list-style-type: none"> <li>The DPIE Aboriginal Communities Water and Sewerage Program (the Program) has indicated their wish to fully fund the renewal of the Murrin Bridge Potable Water Supply Pipeline as long as the infrastructure is only used to service the Murrin Bridge community. Ideally the alignment for the</li> </ul>

	<p>new pipeline is to be relocated within the road reserve along MR 423 Lachlan Valley Way (aka Cobar Rd).</p> <ul style="list-style-type: none"> <li>• The approval to proceed with the works is subject to Council submitting an estimate to the Program. Council is now choosing the preferred alignment and preparing a high level estimate.</li> <li>• After approval is received from the Program, it is intended the construction works will be tendered.</li> </ul>
Lake Cargelligo Water Treatment Plant – Year 2 Modifications & Upgrades (Detailed Process and Automation Review)	<ul style="list-style-type: none"> <li>• Six (6) submissions were received from consultants. Council staff are now waiting for the consultants to clarify certain items in their submissions before awarding the work.</li> <li>• It is aimed to award this contract by March 2020.</li> <li>• The recommendations and outcomes of this project will provide a scope of works for further improvements and upgrades at Lake Cargelligo Water Treatment Plant.</li> <li>• Note FY1819 was Year 1 of improvements to Lake WTP and FY1920 was to be Year 2.</li> </ul>
Lake Cargelligo Sewerage Treatment Plant Lagoons Upgrade	<ul style="list-style-type: none"> <li>• The evaluation of the four (4) submissions has been completed.</li> <li>• It is aimed to award this contract by March 2020, subject to Council’s endorsement of Quarterly Budget Review (QBR2) at its February 2020 meeting.</li> </ul>

**Tottenham**

<b>Project</b>	<b>Progress</b>
<p>RNSW 841 Tottenham Water Supply</p> <ul style="list-style-type: none"> <li>• Please note that Council has sought approval from the Minister for Water, Property and Housing to hand over delivery of this project to NSW Public Works Advisory as per Council’s resolution 2020/2.</li> </ul>	<ul style="list-style-type: none"> <li>• An upgrade Tottenham Water Treatment Plant was to be included in this project. Because of lack of progress with RNSW841, improvements to the WTP will be progressed separately</li> <li>• Note scoping the upgrade will be done by the same consultants as Lake Cargelligo WTP improvements Year 2.</li> <li>• Further work on RNSW841 will be delayed until the appointment of Public Works project managers.</li> </ul>
Tottenham Water Treatment Plant	<ul style="list-style-type: none"> <li>• Council has been carting potable water to Albert Hill Reservoir since before Christmas 2019, at an ad-hoc basis depending on the needs of the residents that are relying on the b-section pipeline supply.</li> <li>• The need for water carting has been caused by extreme hot weather in January and lack of inflows from the B-Section pipeline from Parkes Shire, which led to the inability of Albert Hill Reservoir to be topped up overnight.</li> <li>• The final draft of the Water Carting Plan Application for Albert, Tottenham and B-Section rural customers has been submitted to</li> </ul>

	<p>DPIE for their comments. Once the application is finalised, then it can be submitted to DPIE for subsidy request.</p> <ul style="list-style-type: none"> <li>• Please refer to Council report R20/25 Fifield, Albert &amp; Tottenham Water Carting – NSW Govt Drought Emergency Relief Funding.</li> </ul>
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**Shire Wide**

20. Project	21. Progress
<p>22. RNSW 842 Effluent Reuse Project (Lake Cargelligo, Condobolin &amp; Tottenham)</p> <ul style="list-style-type: none"> <li>• Please note that Council has sought approval from the Minister for Water, Property and Housing to hand over delivery of this project to NSW Public Works Advisory as per Council's resolution 2020/2.</li> </ul>	<ul style="list-style-type: none"> <li>• Tender documents for a shire wide effluent management system have been finalised and are ready to be released through TenderLink.</li> <li>• A letter to The Hon. Mark Coulton, MP (Federal Member for Parkes) was sent on 11 December 2019, seeking an additional \$2.65m funding for the Effluent Reuse Project. Council is awaiting the outcome of that application.</li> <li>• Further work on RNSW842 will be delayed until the appointment of Public Works project managers.</li> </ul>
<p>23. Integrated Water Cycle Management Plan (IWCM)</p>	<ul style="list-style-type: none"> <li>• This project is for a strategic plan for all of Council's water and sewerage schemes across the shire.</li> <li>• Tenders closed on 9 December 2019 and four submissions were received. Tender assessment is being done with DPIE representatives and a report to Council will be prepared for the March Council meeting.</li> <li>• Lachlan Shire Council is eligible for a 75% subsidy from DPIE and will need to co-contribute 25% of the cost. This will have to be funded from Council's reserves.</li> </ul>

**FINANCIAL AND RESOURCE IMPLICATIONS**

All projects are listed as per the Delivery and Operational Plan 2019/20.

**LEGAL IMPLICATIONS**

Lachlan Shire Council is supplying sufficient and high quality drinking water to the community across the Shire that meets the standards prescribed in the Australian Drinking Water Guidelines (ADWG). The day to day operation of Council's water supply system is governed by DPIE and the effluent discharge from the water treatment plant is administered by the EPA.

Lachlan Shire Council is providing sewerage services to the community across the shire. The day to day operation of Council's sewerage services is governed by DPIE and the effluent discharge from the sewerage treatment plant is administered by the EPA.

**RISK IMPLICATIONS**

Despite recent rain and inflows to the Wyangala Dam, the availability of raw water in the Lachlan Valley catchment is decreasing at a concerning rate. Council senior staff regularly attend NSW Government agency meetings to keep updated. This includes the River Operations Stakeholder Consultation Committee (ROSCCo), NSW Govt Critical Water Advisory Panel (CWAP) and Central West Joint Organisation Water Utilities Alliance (CWUA).

There are significant risks should Lachlan Shire Council fail to achieve satisfactory outcomes in the following areas:

- Water quality
- Water quantity
- Effluent discharge quality
- Workplace Health & Safety
- Environmental Impact

Lachlan Shire Council has systems in place to mitigate all risks in the form of trained personnel, documented work systems and routine audits and reports to various NSW Government Departments. Water and effluent quality is being checked regularly to identify any deviation from the current guidelines and standards.

Award of the contract to prepare Council's Integrated Water Cycle Management Plan (IWCM) will also assist Council manage its risks.

### **STAKEHOLDER CONSULTATION**

DPIE, Restart NSW, RSM Australia, NSW Public Works Advisory, the EPA, NSW Public Health Unit representatives and relevant Council staff have been consulted in relation to capital works & operational projects and compliance issues.

### **OPTIONS**

N/A

### **CONCLUSION**

This report is provided to update Council of activities in the Utilities section in January 2020.

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

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

CSP 7.2 Water Security for All Towns and Villages

### **ATTACHMENTS**

#### **1. Leter to Minister Pavey requesting Public Works Manage Capital Works**

#### **RECOMMENDATION**

That:

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



3 February 2020  
TRIM No: D20/1043

Contact Person: Tekohi Rivera

Lachlan Shire Council  
58-64 Molong Street  
PO Box 216  
CONDOBOLIN NSW 2877  
P: 02 6895 1900  
F: 02 6895 3478  
E: council@lachlan.nsw.gov.au  
ABN 82 815 250 829

The Hon. Melinda Pavey, MP  
GPO Box 5341  
SYDNEY NSW 2001

Dear Minister Pavey

**RE: Lachlan Shire Council – Grant Funded Water & Sewerage Capital Works**

I write to inform you of a recent resolution adopted by Lachlan Shire Council regarding the delivery of several Restart NSW grant funded projects. Council is seeking your approval for these project to be referred to NSW Public Works Advisory for delivery of the projects under the Public Works Act 1912.

The three capital work projects currently funded by Council and Infrastructure NSW, being administered through Restart NSW, are;

- RNSW 755 Condobolin Borefields II,
- RNSW 841 Tottenham Water Security,
- RNSW 842 Lachlan Effluent Reuse Scheme.

At an Extraordinary Meeting of Council on 29 January 2020, Council resolved to:

1. make application to the Minister for Water, Property & Housing for the construction of the grant funded water supply and sewerage projects, RNSW755, 841, 842, under Clause 57 of the NSW Local Government Act 1993.
2. advised the Minister of Council's intention to make similar applications for any future grant funded projects such as the construction of the Condobolin Borefields Pipeline, Condobolin Water Treatment Plant upgrade or replacement, Condobolin Sewer Treatment Plant replacement and the B-section pipeline replacement.

Please accept this letter as Council's formal application for the construction of the above mentioned projects. Council looks forward your response to this request at your convenience.

Should have any questions regarding this matter please contact me during office hours on (02) 6895 1900 or after hours on 0427073770. I can also be contacted by email to greg.tory@lachlan.nsw.gov.au.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Tory'.

Greg Tory  
**General Manager**

cc  
David Swan Regional Manager - Water Utilities -West  
Water Group | Department of Planning, Industry and Environment

**10.5 FIFIELD, ALBERT & TOTTENHAM WATER CARTING - NSW GOVERNMENT DROUGHT EMERGENCY RELIEF FUNDING****TRIM Number: R20/25****Author: Director Infrastructure Services****PURPOSE**

To inform Council of the current water carting arrangements across the Shire, the cost to date and forecast cost to the end of the current financial year.

**SUPPORTING INFORMATION**

Report to Council R1/117 Fifield Water Carting – NSW Government Drought Emergency Relief Funding dated 26 June 2019.

**BACKGROUND**

The lack of rainfall and minimal runoff conditions since November 2017 was ongoing up until the first week of February 2020. In the last fortnight, inflows from rain has raised the water level in Wyangala Dam from 9% to 13% (as at 17 February) but this does not benefit local water supplies for some of the Shire's towns and villages, which are not connected to the Lachlan River system.

In October 2018 Council's application for subsidy for water carting to Fifield was approved. \$99,309 was spent carting water for Fifield in FY1819, of which \$50,000 was subsidised. Council paid for the balance of \$49,309 last financial year.

**ISSUES AND COMMENTS****Fifield Water Carting**

Despite written requests to the NSW Government for Council to be subsidised the full amount for carting to Fifield last financial year, no approval has been granted for an increased subsidy and the subsidy remains capped at \$50,000. To 17 February this financial year, \$49,645 has been spent carting water for Fifield. The total cost of carting to the end of this financial year may be \$80-100k (the same order as last financial year). A claim for the subsidy (approximately half) will be made in February. A further claim will be made in June. The water carting plan for Fifield will be similar to the last financial year but is yet to be approved by NSW Government.

**Albert & Tottenham Water Carting**

Water carting to Albert Reservoir for Albert, Tottenham, and rural customers in between, began on 24 December 2019 and continues occasionally. As at 17 February, the cost of water carting has been \$89,537. It is difficult to forecast water carting to Albert Reservoir until the end of this financial year owing to the erratic supply received from the B-Section pipeline. It was near zero in December and was almost 250kL per day in January.

Initial carting to Albert Reservoir was continuous over the Christmas shutdown period, 24 December 2019 to 6 January 2020. Since then, about 2 days' carting has been required every fortnight to maintain potable water supply to Albert, Tottenham and rural customers in between. The cost of carting to Albert Reservoir will be subsidised but, like Fifield, will be capped by daily usage limits determined by DPIE. The daily usage limit set by DPIE is 130L per person per day.

Based on this daily limit, Council has prepared a draft Water Carting Plan for Albert Reservoir and submitted it for DPIE consideration. In that plan, Council staff propose that carting be subsidised 217kL per day. This is yet to be agreed to by DPIE and until agreement is reached, no formal application for water carting subsidy will be approved.

In order for Council's draft water carting plan to be approved, higher level restrictions may be required by the NSW Government for Drought Emergency Relief Funding. If no subsidy is approved, Council will have to pay the full cost of water carting to Albert Reservoir (almost \$90k to date).

## **Parkes Shire Council Free Water from Selected Standpipes**

In the three months up to end December, only 16ML was supplied from Parkes Shire Council. For the same period last year, it was 25ML and the year before, it was 35ML. The supply was lower in 2019 than previous years because Parkes Shire Council had decided in 2019 to provide free water from a number of standpipes along the B-Section pipeline and its connected customers had extremely high water consumption in the worsening drought. This demand reduced the amount of water which could be delivered to Albert Reservoir and onto the Leg o Mutton Dam. In early January, Lachlan Shire Council's Mayor and General Manager made representations to the Mayor and General Manager at Parkes Shire Council to improve water supply via the B-Section pipeline. In response, Parkes Shire Council restricted the amount of water supplied free to its customers and implement Level 3 water restrictions for water consumers along the pipeline in the Parkes LGA.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

This financial year to 17 February 2020 water carting has cost Council \$139,184. Should water carting to Fifield and Albert Reservoir continue, the cost to the end of the financial year may exceed \$200,000.

Should a subsidy be approved under the NSW Government's Drought Emergency Relief Funding, approximately half of this cost may be reimbursed. The balance will have to be funded by Council.

## **LEGAL IMPLICATIONS**

Nil

## **RISK IMPLICATIONS**

There are risks in continuing to cart water to Fifield, Albert and Tottenham with current Level 4 Restrictions in place. Government subsidy is capped at very low levels, 130L per person per day, meaning the cost of carting is only partly subsidised.

In order for Council to control consumption to such low levels, increased water restrictions will be required in Albert and Tottenham. Should Council not increase water restrictions in these towns, consumption will exceed available supply and require Council to continue water carting and fund all or part of the cost of that.

## **STAKEHOLDER CONSULTATION**

NSW Government Department of Industry has been heavily consulted during this continuing drought period.

## **OPTIONS**

1. Council apply for financial assistance to the NSW Government to partially cover the cost of water cartage to maintain essential supplies of water to Fifield, Albert and Tottenham;
2. Council not apply for financial assistance to the NSW Government and on its own fully cover the cost of water cartage to maintain essential supplies of water to Fifield, Albert and Tottenham.
3. Council consider Level 5 water restrictions in Fifield, Albert and Tottenham to keep water consumption as close as possible to 130L per person per day.

## **CONCLUSION**

Drought has continued in the Lachlan Valley catchment since the last report to Council in June 2019. It is important for Council to secure further financial assistance in providing essential supplies of water to Fifield, Albert and Tottenham. Until the drought breaks, these communities are likely to have ever decreasing access to essential water supply.

The unfunded cost to Council has been \$139,184 to date this financial year and may exceed \$200,000 by 30 June 2020.



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

CSP 7.2 Water Security for All Towns and Villages

**ATTACHMENTS**

Nil

**RECOMMENDATION**

That:

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

**10.6 FY1920 RECREATION MONTHLY UPDATE FOR DECEMBER/JANUARY****TRIM Number: R20/29****Author: Manager Recreation****PURPOSE**

The purpose of this report is to provide an update of the capital improvements in the Recreation Section. The works listed are for works undertaken in December & January, in progress for the month of February and a forecast for the month of March 2020.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Council has adopted the 2019/20 Budget and associated Delivery & Operational Plans. This report provides updates on the delivery of the Recreation Section's program, as well as grant projects that have continued from the 2018/19 financial year. Refer to separate report to Council regarding FY2018/19 revotes. Council's fortnightly newspaper column, in local papers, Talking Tottenham updates and Mayoral Newsletter provide an update on the visible activities being undertaken.

**ISSUES AND COMMENTS**

Suggestions to allocate funding from various sources are included in the recommended resolution for Council's consideration.

**Works Completed in December/January**

Gum Bend Lake play equipment upgrade	Manufacture of equipment experienced delays. Started late January.
Gum Bend Lake Dredging works	Discussions held with Lake Advisory Committee, Warren Chad (NSW Environment), earthmoving contractors.
Lake Cargelligo Stage 2 irrigation	Programmed works for March / April 2020.
Tottenham Racecourse works	Electrical works and cool room installation complete. Playground equipment and materials ordered.
Tullibigeal Bore and Pipeline Tender	Bore testing complete. Detailed survey complete. Design being finalised.
Tullibigeal Sports Ground and race track irrigation	Contract for installation awarded. Materials and supplies ordered. Pump shed under construction. 200kL storage tank ordered.
Tullibigeal Oval & Bore power supply upgrade	NMI provided by Origin Energy. Power supply upgrade submitted to Essential Energy.
Footpath reconstruction William St	Works at JR Sealy complete.

**Works Underway in February**

Gum Bend Lake play equipment upgrade	Installation of equipment complete.
Gum Bend Lake Dredging works	Works programmed to commence in February.

Tottenham Racecourse works	Awaiting delivery of play equipment. If equipment arrives by 25 Feb, it will be installed before the 7 March Picnic Races. Otherwise, installation will be completed after the races.
Tullibigeal Bore and Pipeline Tender	Detailed design complete. Rail crossing design to be submitted to John Holland Rail. Materials Ordered. Bore Civil works commence.
Tullibigeal Sports Ground and race track irrigation	Pump shed installed. Storage tank - materials delivered in preparation for starting earthworks.
Tullibigeal Oval & Bore power supply upgrade	Awaiting design approval from Essential Energy.
Tullibigeal Lighting upgrade	Prepare tender documents, pending electrical design.
Footpath reconstruction William St	Works at corner William & Busby Sts not started.

**Works Scheduled in March**

Gum Bend Lake play equipment upgrade	Softfall rubber to be installed. Additional items to be installed are footpath, fencing, seating, bubbler, water pipe replacement.
Tottenham Racecourse works	Play equipment scope to be adjusted to offset budget overruns on other work items. Included in this report is a summary of four options for the playground for Council to consider and provide direction.
Tullibigeal Bore and Pipeline Tender	Detailed designs completed and reviewed. Rail crossing design to be submitted to John Holland Rail. Ground works at bore field to commence.
Tullibigeal Sports Ground and race track irrigation	Construction works to commence.
Tullibigeal Oval & Bore power supply upgrade	Invitations for construction works to be issued once detailed design is approved by Essential Energy.
Tullibigeal Oval & racetrack irrigation	Contractor to order materials. Construction scheduled for March.
Tullibigeal Lighting upgrade	Invite tenders, pending electrical design.
Footpath reconstruction William St	Commence footpath works at corner William & Busby Sts.
Lake Cargelligo Cricket Nets	<p>Council applied for additional funding to cover the \$7,000 budget shortfall for the Cricket nets. Cricket NSW were willing to provide additional funding if the nets were increased to a two net design and alterations were made to the Recreation Ground to install a turf cricket pitch.</p> <p>Council did not wish to adversely impact on the viability of the Lake Cargelligo Sports Club should it install cricket infrastructure at the Recreation Ground. Therefore the funding deed was not executed. In addition, a member of the cricket club requested the location of the nets be reviewed. However a formal request from the cricket club has never been provided.</p> <p>The direction and budget of the project remain uncertain.</p>

**FINANCIAL AND RESOURCE IMPLICATIONS**

<b>Project</b>	<b>Budget</b>	<b>Funding Source</b>	<b>Expenditure To Date</b>	<b>Forecast Expenditure</b>	<b>Comments</b>
Condobolin Preschool extension	\$300k	SCCF1C	\$198k	\$300k	Expenditure overruns reported. Managed by Pre-school.
Gum Bend Lake play equipment upgrade	\$200k	Everyone can play Grant, VPA	\$97k	\$200k	On budget.
Gum Bend Lake dredging works	\$125k	Temporary transfer of high security allocation	\$4k	\$125k	Works being scoped to be on budget.
VPA Shade sail replacements	\$60k	VPA	\$37k	\$37k	Under budget.
Lake Cargelligo Irrigation Stage 2	\$66k	QBR1	\$61k	\$66k	On budget.
SRA Standpipe Lake Cargelligo Standpipe	\$100k	Drought Communities Programme	\$128k	\$130k	QBR2 to address overspend.
Tottenham Racecourse works	\$176k	SCCF2	\$176k	\$176k	Revised Budget. Refer December report to Council.
Tullibigeal Bore and pipeline	\$663k	Council, CDRV, SCCF1C.	\$149k	\$443k	Within budget.
Tullibigeal Sports Ground and racetrack irrigation				\$170k	Within budget
Tullibigeal Power Upgrade for bore & oval.				\$50k	Forecast cost to be confirmed after tender evaluation in March.
Tullibigeal lighting upgrade				\$280k	Forecast cost to be confirmed after tender evaluation in March.

**LEGAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Tottenham Racecourse Play equipment has been ordered. Supply date provided by manufacturer may allow installation prior to the Picnic Races. If the manufacture is delayed, then the installation will be postponed until after the Picnic races.

Tullibigeal bore and pipeline project requires interface management with Essential Energy and John Holland Rail, with approvals potentially impacting on the delivery of the project and contractor progress. Project is required to be completed by 30 March 2020, with the necessary deed variation request submitted to the grant body. The majority of the works can be completed by this deadline. However, the rail crossing and power supply components of the project are risks to the timeline.

Lake Cargelligo Cricket Nets project remains uncertain. Direction is required in order for staff to accurately communicate with NSW Cricket and Stakeholders.

## STAKEHOLDER CONSULTATION

Council staff are seeking to engage with specific stakeholders on each project, in accordance with Council's community consultation policy. In addition, Council's fortnightly news column, Talking Tottenham and Mayoral Newsletters update the community on the major improvements works being undertaken around the Shire.

## OPTIONS

1. Council continue to implement recreational capital improvements as programmed as resources permit, i.e. as funds, staff and contractors are available.
- 1.
2. Council amend the capital improvements programme.
  - 2.
3. Council provide direction on the play equipment for Tottenham Racecourse Upgrade:
  3.
    - a. Option 1 – Do nothing. Remove Project from Council's Capital works list and Active resolutions. Make \$10,000 budget available to other projects. Seek future Budget allocation once stakeholders' consensus has been reached.
    - b. Option 2 – Revise scope of works back to original single cricket net. Council re-confirm location in the northwest corner. Council make available additional \$7,000 required to complete the construction.
    - c. Option 3 – Revise scope of works back to original single cricket net. Council re-consult with stakeholders regarding the location of the cricket nets. Council make available additional \$7,000 required to complete the construction.
    - d. Option 4 – Execute Deed with Cricket NSW for additional cricket nets and turf pitch installation. Complete all works by the end of 2020.

## CONCLUSION

This report updates Council on the capital improvements undertaken by the Recreation section in December & January, in progress for February and forecast work for March 2020.

## LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 3.2 Improved Pedestrian and Cycle Paths
- 4.2 Strong effective and Responsive Council
- 4.4 Strategic Management of Villages and Crown Reserves
- 6.1 Increase recreational use of the lakes and rivers
- 6.3 New and visually appealing streetscapes
- 6.4 Improved Parks, Gardens and Sporting Ovals
- 6.5 Provision of neat, accessible and respectful cemeteries

## ATTACHMENTS

### RECOMMENDATION

That:

1. Council receive and note Director Infrastructure Service's report R20/29;

2. Council resolve to remove the Lake Cargelligo Cricket Nets from the project list, complete the Active resolution **131/18** and return unspent funds to Council's Budget.

**11 DEPUTATIONS**

**12 NOTICES OF MOTION**

Nil

**13 NOTICES OF RESCISSION**

Nil

**14 DELEGATES REPORT**

Nil

DRAFT

**15 CORRESPONDENCE****15.1 CORRESPONDENCE - FEBRUARY****TRIM Number: R20/36****Author: General Manager****PURPOSE**

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

**SUPPORTING INFORMATION**

Correspondence has been received from:

Condobolin Veteran Vintage and Restoration Club – letter of thanks and issues over use of grounds.

Australian Local Government Association – Call for Notices of Motions for National General Assembly 2020.

Minister for Water, Property and Housing, The Hon Melinda Pavey MP – Correspondence in regards to planning for critical water shortages.

Office of Local Government – notification of access to 2018-19 complaint statistics.

Kristi Hoskins – Letter of thanks

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

5.8 Responsive Council

**ATTACHMENTS**

1. Attachment A
2. Attachment B
3. Attachment C
4. Attachment D
5. Attachment E

**RECOMMENDATION**

That

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



The General Manager  
Lachlan Shire Council  
Condobolin



Dear Sir

On behalf of the Condobolin Veteran Vintage & Restoration Club Tractor Pull which was run on 14th 15th September, which attracted over 100 tractors trucks cars and engines from all over N.S.W.

I wish to convey our thanks to the shire for allowing us the use of the Rosecause grounds.

However owing to some unfortunate issues over our use of the grounds and the use and unavailability of some facilities

Some 15 participants from a wide area of the State indicated that they would not be returning because of this.

As this event attracted entrants from all over N.S.W. they brought considerable money to Condobolin fuel sales accomadation etc. attracting over 300 member of the public.

We look forward to your support. in future events we anticipate running.

Thank you  
Scott Wallden  
Secretary.



4 December 2019

Lachlan Shire Council  
 PO Box 216  
 CONDOBOLIN NSW 2877

Dear Mayor, Councillors and CEO (please distribute accordingly)

The Australian Local Government Association (ALGA) is now calling for Notices of Motions for National General Assembly 2020 (NGA).

The NGA provides a platform for Local Government to address national issues and advocate to the federal government on critical issues facing our sector.

The theme for the 2020 NGA is *'Working Together for our Communities'*. This theme acknowledges the need to come together and with other partners, including the Federal Government, to deliver for our communities.

ALGA received significant feedback on the motions process and topics from the 2018 and 2019 NGA. In response to the feedback received, ALGA has prepared a discussion paper that explores data that identifies critical areas local government needs to consider now and into the future.

To inform the submission of motions, please read the discussion paper (included with this letter) and ensure motions meet the identified criteria.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally;
2. be consistent with the themes of the NGA;
3. complement or build on the policy objectives of your state and territory local government association;
4. be from a council which is a financial member of their state or territory local government association;
5. propose a clear action and outcome; and
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be lodged online at [alga.asn.au](http://alga.asn.au) no later than 11:59pm on Friday 27 March 2020.

Any administrative inquiries can be directed to ALGA by calling 02 6122 9400.

Adrian Beresford-Wylie  
 ALGA CEO

**WORKING  
TOGETHER  
FOR  
OUR  
COMMUNITIES  
NGA20**

**Call for Motions**  
**Discussion Paper 2020**

**14-17 June 2020**  
National Convention Centre Caberra

**[nga20.com.au](http://nga20.com.au)**





**KEY DATES**

**18 November 2019**  
Opening of Call for Motions

**27 March 2020**  
Acceptance of motions close

**14 - 17 June 2020**  
National General Assembly

**To submit your motion go to:**  
[alga.asn.au/nga20-motions/](http://alga.asn.au/nga20-motions/)

**SUBMITTING MOTIONS**

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda. To assist you to identify motions that address the theme of the 2020 NGA – Working Together for Our Communities, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all the sections of the paper but are not expected to respond to every question. Your motion/s can address one or more of the issues identified in the discussion paper.

Remember that the focus of the NGA is on partnerships and working together so your questions could focus on how Local Governments can work in partnership with the Australian Government to address the challenges our communities face, or the opportunities that are arising as we approach the crossroads before us.

**Criteria for motions**

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. not be focussed on a specific location or region – unless the project has national implications. You will be asked to justify why your motion has strategic importance and should be discussed at a national conference
3. be consistent with the themes of the NGA
4. complement or build on the policy objectives of your state and territory local government association
5. be submitted by a council which is a financial member of their state or territory local government association
6. propose a clear action and outcome i.e. call on the Australian Government to do something
7. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

## OTHER THINGS TO CONSIDER

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. Motions should commence as follows - This National General Assembly calls on the Australian Government to .....

*e.g. This National General Assembly calls on the Australian Government to restore funding for local government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.*

In order to ensure efficient and effective debate where there are numerous motions on a similar issue, the ALGA Board NGA Subcommittee will group the motions together under an overarching strategic motion. The strategic motions have either been drafted by ALGA or are based on a motion submitted by a council which best summarises the subject matter. Debate will focus on the strategic motions. Associated sub-motions will be debated by exception only.

Motions should be lodged electronically using the online form available on the NGA website at: [www.alga.asn.au](http://www.alga.asn.au). All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. **Motions should be received no later than 11:59pm AEST on Friday 27 March 2020.**

Please note that for every motion it is important to complete the background section on the form. Submitters of motions should not assume knowledge. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee, as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the importance and relevance of the issue to local government.

Please note that motions should not be prescriptive in directing how the matter should be pursued. With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

There is an expectation that any Council that submits a motion will be present at the National General Assembly to move and speak to the motion.

## INTRODUCTION

The purpose of this discussion paper is to provide guidance to councils developing Motions for Debate at the 2020 National General Assembly (NGA). This NGA will focus on working together for our communities and how local governments can achieve success through partnerships. It will consider how strategic partnerships can assist councils to address the challenges and opportunities we are facing today and tomorrow.

Some of the challenges and opportunities facing Australia were outlined in the CSIRO's Australian National Outlook 2019. Many of the challenges have direct implications for local governments and the communities they represent and provide services for. These challenges can also be opportunities that, if seized and managed appropriately, can ensure that our councils and communities thrive. This will require long-term planning, significant effort, and a cultural shift that will rebuild trust in institutions and all tiers of government, encourage healthy risk taking, and incorporate environmental and social outcomes in decision-making.

Collaboration and partnerships across sectors and with a diverse range of organisations will be vital to develop and implement solutions to the challenges ahead and to seizing the opportunities that emerge.

## The National Outlook

The Australia National Outlook 2019 released by the CSIRO<sup>1</sup> revealed that Australia is at a crossroads. The research highlighted that we need to think and act differently if we are to ensure a bright future where GDP per capita could be as much as 36% higher in 2060 and growth is environmentally sustainable and inclusive. Failure to adequately address the significant economic, environmental and social challenges identified would result in a slow decline.

The CSIRO identified six important challenges that are already taking hold or on the horizon:

- **The rise of Asia** – The development boom in China that fuelled strong demand for Australian commodities (particularly resource and energy exports) is tapering off as China transitions to a new phase of growth fuelled by domestic consumption and services. However, growth in Asia could also create significant opportunities for Australia. By 2030, the Asia-Pacific region is set to consume more than half of the world's food, 40% of its energy, and be home to an estimated 65% of the world's middle class, resulting in increased demand for Australia's quality produce and service exports including tourism, education, health and aged care services, entertainment and financial and professional services.

*How can local government position its communities to reap the benefits of the rise of the Asian middle class and manage any impacts? What partnerships are important?*

- **Technological change** – New disruptive technologies are transforming industries and the way people live, work, and interact with each other. They are also changing the skills that will be needed in the workforce of the future. In the face of declining academic results Australia faces difficulties in ensuring that the workforce is prepared for the jobs of the future. With adaptation strategies in place embracing technology can have a net positive outlook for jobs.

*What are the pre-requisites for commitments to take advantage of technological change?*

*What adaptation strategies are required at a local level to ensure councils and local communities are ready for the jobs of the future? What partnerships may be required?*

- **Climate change and environment** – a broad range of impacts will be experienced in Australia as a result of global climate change, the severity of which will depend on the effectiveness of global emission reductions and local adaptation. The impacts include more extremely high temperatures and few extremely low temperatures, less rainfall and more droughts in southern Australia, less snow, more intense rainfall and fire weather, and fewer but stronger cyclones, and sea level rise. These changes will increase stress on Australia's ecosystems that are already threatened, and significantly affect agriculture, forestry, fisheries, transport, health, tourism, finance and disaster risk management. It is possible to strive towards zero emissions through a range of actions that target key sectors including energy, land use, urban infrastructure and industrial systems.

*How do we work together to ensure that there is local adaptation to climate change and climate extremes? What partnerships are available to achieve zero emissions?*

- **Demographics** – Australia's population is estimated to reach 41 million by 2060. This increase will be accompanied by an ageing of the population resulting in a reduction in the proportion of working age people from 66% in 2018 to an estimated 60% in 2060. This will impact economic output and infrastructure requirements and place pressure on government budgets. The impacts of population growth are likely to be felt most strongly in urban environments, with Sydney and Melbourne projected to be home to 8-9 million people and Brisbane and Perth increasing to 4-5 million people. If density does not increase, more and more people will be distanced from jobs, higher education, health services and transport.

*What partnerships and forward planning are required to manage the impact of population growth in urban areas? How do regional and rural areas work in partnership to realise the benefit of population growth?*

- **Trust** – Trust in institutions including governments, businesses, non-government organisations and the media has declined significantly since 1993 when 42% trusted government compared with just 26% in 2016. The loss of trust threatens the social licence to operate for Australia's institutions, restricting their ability to enact long term strategies.

*How can local governments utilise partnerships to strengthen our social licence to operate?*

- **Social cohesion** – like trust, social cohesion has declined falling from a baseline of 100 in 2007 to 88.5 in 2017, according to the Scanlon Foundation Index. This index considers survey respondents' sense of belonging and worth, social justice and equity, political participation and attitudes towards minorities and newcomers. The drivers of social cohesion are not fully understood but the following factors may all play a role: issues related to trust; financial stress, slow wage growth; poor housing affordability and its disproportionate affect on low income earners; and the rise of inequity.

*How can local governments work in partnership with their communities and others to build and maintain social cohesion?*

If Australia tackles these six challenges head on using a collaborative approach, we can achieve a bright future as a nation. However, there are five major shifts or changes that must occur. Each of these shifts have several "levers" that support their attainment. Local government has a role in some of the levers.

- An industry shift to enable a productive, inclusive and resilient economy with new strengths in both the domestic and export sectors
  - o Increase the adoption of technology to boost productivity in existing industries that have historically supported Australia's growth, as well as new industries.
  - o Invest in skills to ensure a globally competitive workforce that is prepared for technology-enabled jobs of the future.
  - o Develop export-facing growth industries that draw on Australia's strengths and build competitive advantage in global markets and value chains.

*What can be achieved through partnerships that can address the gap between regions that are struggling and those that are well-off?*

- An urban shift to enable well-connected, affordable cities that offer more equal access to quality jobs, lifestyle amenities, education and other services.
  - o Plan for higher-density, multicentre and well-connected capital cities to reduce urban sprawl and congestion.
  - o Create mixed land use zones with diverse high-quality housing options to bring people closer to jobs, services and amenities.
  - o Invest in transportation infrastructure, including mass-transit, autonomous vehicles and active transit, such as walking and cycling.

*Rural communities are essential to Australia's wellbeing. What is required to ensure equitable access to quality jobs, lifestyle amenities, education and other services? What role do partnerships have to play in this?*

*Local governments are vital partners in achieving the urban shift? What needs to be brought to the partnerships by other parties? What policies need to be developed or changed?*

- An ENERGY shift to manage Australia's transition to a reliable, affordable, low-emissions energy economy that builds on Australia's existing sources of comparative advantage.
  - o Manage the transition to renewable sources of electricity, which will be driven by declining technology costs for generation, storage and grid support.
  - o Improve energy productivity using available technologies to reduce household and industrial energy use.
  - o Develop new low-emissions energy exports, such as hydrogen and high-voltage direct current power.

**What role do local governments play in the energy shift? How will local governments and communities benefit?**

- A LAND shift to create a profitable and sustainable mosaic of food, fibre and fuel production, carbon sequestration and biodiversity.
  - o Invest in food and fibre productivity by harnessing digital and genomic technology, as well as using natural assets more efficiently.
  - o Participate in new agricultural and environmental markets, such as carbon forestry, to capitalise on Australia’s unique opportunities in global carbon markets.
  - o Maintain, restore and invest in biodiversity and ecosystem health, which will be necessary to achieve increased productivity.

**How can rural and regional communities’ benefit from the land shift? What partnerships are required to achieve this shift?**

- A CULTURE shift to encourage more engagement, curiosity, collaboration and solutions, and should be supported by inclusive civic and political institutions.
  - o Rebuild trust and respect in Australia’s political, business and social institutions.
  - o Encourage a healthy culture of risk taking, curiosity and an acceptance of fear of failure to support entrepreneurship and innovation.
  - o Recognise and include social and environmental outcomes in decision-making processes.

**How can local governments build partnerships with their local communities that also benefit the nation as a whole?**

**How can local governments work in partnership with the Australian Government and other key stakeholders to achieve these shifts and other significant policy challenges?**

**Can a partnership approach address the current infrastructure backlog and ensure that infrastructure (including transport infrastructure) is available and fit for the future?**

**Trust**

To effectively implement the scale of change and reform that will be required for the growing Australian population, government needs to focus on rebuilding trust. According to the *Edelman Trust Barometer*<sup>2</sup>, trust in government around the world fell to record lows in 2018. While modest increases were reported in the 2019 study including in Australia, citizens around the world are struggling to trust that their governments are working in their best interest.

The 2018 report *Trust and Democracy in Australia: Democratic decline and renewal*<sup>3</sup> revealed that Members of the Australian Parliament (MPs) in general are distrusted by nearly half the population (48 per cent) with only one in five (21 per cent) are willing to express that they trust them “a little bit”. For State MPs and local councillors, the figure is slightly better with 31 % and 29 % respectively indicating they “trust them a little bit”. Table 1 details the level of trust in different generations.

	Generation Z (1995-present)	Millennials (1980-94)	Generation X (1965-79)	Baby Boomers (1946-64)	Builders (1925-45)
State/Territory Government	38.5%	40.0%	26.7%	35.7%	44.1%
Federal Government	39.5%	31.5%	21.5%	30.8%	39.2%
Political parties	26.9%	15.6%	12.2%	16.7%	15.7%
Local Government	66.5%	47.1%	33.6%	47.5%	54.9%
Government ministers	27.5%	24.5%	15.7%	24.3%	31.1%
MPs in general	26.9%	23.2%	16.1%	20.2%	22.3%
Local Councillors	33.8%	31.7%	24.7%	27.2%	33.3%
Public Servants	45.4%	40.4%	34.4%	39.4%	35.9%
Your local MP	29.2%	30.5%	27.5%	31.2%	39.8%

Table 1: Levels of political trust in different generations (source: Stoker et al 2018)

The report revealed that one thing that appears to unite most Australians is complaining about their politicians with the three biggest grievances being:

- politicians are not accountable for broken promises;
- that they don’t deal with the issues that really matter; and
- that big business/trade unions have too much power.

Professor Ken Smith, the Dean and CEO of the Australia and New Zealand School of Government (ANZSOG), is intent on understanding the factors that drive distrust in government and developing innovative ways to counter some of these trends. He has highlighted<sup>4</sup> that people look at central government and see bureaucrats far removed from their own local circumstances. In Australia, where people live in very varied conditions, it is crucial for policymaking to be based in local realities. Yet locally-based solutions have not been the method of choice so far in Australian politics. The answer, according to Professor Smith, is devolved government, or subsidiarity where “policies are driven by and tailored to the needs of the local community – to avoid the problem of service provision that completely misses the mark”.

Some commentary suggests that declining trust and confidence is driven by a perceived failure of our institutions to uphold promises and deliver outcomes. Research undertaken for *Trust and Democracy in Australia: Democratic decline and renewal*<sup>5</sup> revealed a significant appetite for reform including the co-design of policies with ordinary Australians, citizen juries, to solve complex problems that parliament can’t fix, and reforms aimed at creating a stronger community or local focus to decision-making.

The Review into the Australian Public Service (APS) had a focus on delivering local solutions<sup>6</sup> not only in terms of place-based policy making but also by paying attention to communities (often specific communities determined by interest or identity). The review found that there is currently no guiding set of administrative principles or coordinated holistic architecture either within the APS or across the APS and other levels of government to fully support and enable local delivery solutions.

The report<sup>7</sup> went on “evidence suggest the need for increasing localised solutions in genuine partnership with communities to achieve best social, economic and environmental outcomes. Top down policy making is no longer sufficient alone to deal with community expectations or the complexity of challenges faced in community settings. Communities themselves need to be part of the solutions, right from problem conception to design, implementation and evaluation”. “There are opportunities for the APS to get closer to the communities it services directly and indirectly (through effective partnerships with other levels of government and civil society”.



*How can local governments address the trust deficit with their local communities and assist the Australian Government to do the same?*

*How can the Australian Government and local governments maximise the strengths and abilities of the public service (including council staff) and deliver in partnership for our communities?*

*How can we draw on the strengths and resourcefulness of local governments and local communities to work in partnership with the Australian Government to tackle issues of national significance and lift key economic and social indicators?*

*What do local governments bring to the table to tackle issues of national significance?*

**REFERENCES**

PAGE 4

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**The Hon. Melinda Pavey MP**  
Minister for Water, Property and Housing

OUT19/16394

5 December 2019

Clr John Medcalf  
Mayor  
Mr Greg Tory  
General Manager  
Lachlan Shire Council  
PO Box 216  
CONDOBOLIN NSW 2877

Email: [council@lachlan.nsw.gov.au](mailto:council@lachlan.nsw.gov.au)

Dear Clr Medcalf and Mr Tory,

In June of this year, I wrote to all Councils in Regional NSW regarding planning for critical water shortages. I would like to thank you for your responses to this correspondence, the information provided has helped the NSW Government response to this drought. The responses have also provided me evidence of the tremendous actions underway across the state in response to this drought.

Since the start of this drought, the NSW Government has been able to commit more than \$200 million in funding to support the delivery of water infrastructure to drought impacted communities. This funding comes as part of the NSW Government's near \$3 billion funding this drought.

You do not need the NSW Government to tell you that this drought is one of the worst on record, you are experiencing it on the ground. Many areas are experiencing record low rainfall and record low record low river flows.

In the last six months, the impacts of this drought has spread to areas unfamiliar with severe drought. Like others, I have witnessed the deterioration of conditions across much of the North Coast, a situation many have not experienced before.

After a long year, we need to remain vigilant over summer to ensure that our communities receive the water services that they expect. There are some simple things that your Council can undertake this summer that might make a huge amount of difference to your water supplies.

- Understand your system, your customers and your water usage
  - Will the warmer weather increase the demand on your system and the evaporation in your water supplies?
  - Will your system be impacted by summer holiday visitors?
- Implement, enforce and communicate your water restrictions
  - Do the conditions warrant the early introduction of water restrictions this summer?
  - Should you undertake a proactive campaign to inform visitors of their role in minimising water usage?
  - Do you need to be present in the community providing a demonstration of what good behaviours look like?

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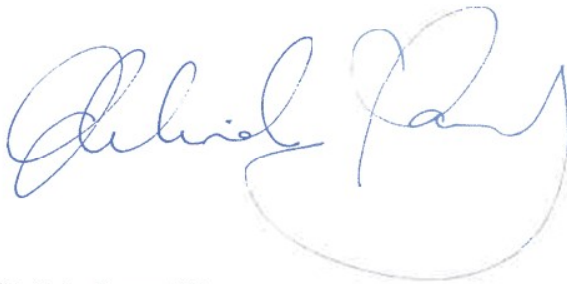
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- Think about your community needs
  - What sacrifices might you have to make to ensure important social infrastructure remains open?
  - Are there other water users in your Council area that could benefit from your support?
- Think about what might be needed next
  - If the drought continues what are the next steps that Council will need to take to supplement water supplies?
  - Are there broader opportunities to recycle water throughout your communities?

Finally, I encourage you to continue your engagement with the Department of Planning, Industry and Environment – Water and James McTavish. Mr McTavish is available on [james.mctavish@dpc.nsw.gov.au](mailto:james.mctavish@dpc.nsw.gov.au), or on 0438 105 426. Mr David Swan Regional Manager West from the Department's Water Utilities team is available on 0419 947 024 or [david.swan@industry.nsw.gov.au](mailto:david.swan@industry.nsw.gov.au).

Yours sincerely



**Melinda Pavey MP**  
Minister for Water, Property and Housing



**with James McTavish**  
NSW Regional Town Water Supply Coordinator



**Office of  
Local Government**

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Locked Bag 3015 NOWRA NSW 2541

Our Reference: A675804  
Contact: Owen Cox  
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6 December 2019

Mr Greg Tory  
General Manager  
Lachlan Shire Council

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

Dear Mr Tory

A complaint statistics page is available on the Office of Local Government's (OLG's) website that provides general information about the way that OLG manages complaints about councils, as well as relevant complaints data about individual councils in NSW.

The information that councils can access on the website for each individual council includes:

- total number of complaints
- number of complaints by category
- number of complaints by type of complaint (i.e. pecuniary interest, decline, preliminary enquiry).

I would like to advise that complaints statistics for 2018-19 will be made available on OLG's website at [www.olg.nsw.gov.au/strengthening-local-government/conduct-and-governance/council-complaint-statistics](http://www.olg.nsw.gov.au/strengthening-local-government/conduct-and-governance/council-complaint-statistics) on 9 December 2019.

Complaint statistics are an important source of information to assist councils in identifying areas that may need action or improvement.

I trust that the information on OLG's website is of use to Council.

Yours sincerely

**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

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**Kristi Hoskins**

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**Mobile:** 0448795666

**29<sup>th</sup> January 2020**

**General Manager**

**Lachlan Shire Council**

I am writing to you on behalf of Danielle and myself, to say thank you for the support in funding that Lachlan Shire Council has made towards Danielle competing for the NSW Indigenous Netball team which competed at the Gold Coast in January 2020.

Without your contribution, we may not have been able to attend this competition. Danielle has said she felt so proud to represent Indigenous NSW.

So again, thank you so much for your support. I was greatly appreciated.

**Kristi Hoskins**

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

Nil

**17 PETITIONS**

Nil

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**18      CLOSED SESSION**

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## **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 Willow Bend Sports Centre - Licence Agreement**

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

### **18.2 6 Townsend Street and 81 Loughnan Street, Lake Cargelligo**

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

### **18.3 Update on confidential staff matter**

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

### **18.4 Water Account Adjustment - Assessment 1017926**

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

### **18.5 Undetected Water Leak - Assessment 1017845**

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

### **18.6 Update on Air Conditioning Replacement - Council Administration Building**

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

### **18.7 Undetected Water Leak - Assessment 1045026**

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

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

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

**18.9 Quotation Assessment - Lake Cargelligo showground amenities and stables**

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

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