



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

**Date:** Wednesday, 26 February 2025  
**Time:** 2:00 PM  
**Location:** Condobolin Council Chambers

# **BUSINESS PAPER**

**Ordinary Council Meeting**

**26 February 2025**



## ACKNOWLEDGEMENT OF COUNTRY

Lachlan Shire Council acknowledges the Wiradjuri people as the Traditional custodians of this land.

We recognise their strength and resilience and pay respect to Elders past, present, and emerging and to all Aboriginal and Torres Strait Islander people who are part of the Lachlan Shire community.

## *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 WEBCASTING**

Please note that today’s meeting, other than the confidential sessions, are being recorded and will be placed on Council’s website. All in attendance should refrain from making defamatory statements. Council takes all care when maintaining privacy, however members of the public gallery and those addressing Council should be aware that you may be recorded.

**2 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**

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

*254A Circumstances in which annual fees may be withheld-*

(1) *Despite this division, a council may resolve that an annual fee will not be paid to a councillor or that a councillor will be paid a reduced annual fee determined by the council—*

*(a) for any period of not more than 3 months for which the councillor is absent, with or Without leave, from an ordinary meeting or ordinary meetings of the council, or*

*(b) in any other circumstances prescribed by the regulations.*

(2) *Despite this division, if a councillor is absent, with or without leave of the council, from ordinary meetings of the council for any period of more than 3 months, the council must not pay any annual fee, or part of an annual fee, to that councillor that relates to the period of absence that is in excess of 3 months.”*

<b>Councillor</b>	13/12/2024	26/02/2025	26/03/2025	23/04/2025	28/05/2025	25/06/2025	23/07/2025	27/08/2025	24/09/2025	22/10/2025	16/11/2025	10/12/2025
John Medcalf OAM	P											
Paul Phillips	P											
Megan Mortimer	P											
Melissa Blewitt	P											
Melissa Rees	P											
Peter Harris	P											
Dennis Brady	P											
Judith Bartholomew	P											
Robyn Turner	P											
Juanita Wighton	P											
P - Present												
A - Apology												
LoA - Leave of Absence												
NA - No Apology												

**4 CONFIRMATION OF MINUTES**

Ordinary Meeting - 11 December 2024

**MINUTES OF LACHLAN SHIRE  
ORDINARY COUNCIL MEETING  
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS  
ON WEDNESDAY, 11 DECEMBER 2024 AT 2:00 PM COUNCIL**

**PRESENT:** Mayor John Medcalf, Deputy Mayor Megan Mortimer, Cr Paul Phillips, Cr Judith Bartholomew, Cr Juanita Wighton, Cr Peter Harris, Cr Melissa Blewitt, Cr Melissa Rees, Cr Dennis Brady(via video link), Cr Robyn Turner.

**IN ATTENDANCE:** Greg Tory (General Manager), Karen Pegler (Director - Corporate and Community Services), Patrick Ruettjes (Director - Environment and Planning), Adrian Milne (Director - Infrastructure Services), Cherise Small (Executive Assistant).

Meeting started at 2:03pm.

**1 WEBCASTING**

The statement regarding the webcasting was read out by the **Mayor**.

**2 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**

The Acknowledgement of Country and Elders was read by **Cr Wighton**.

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

Nil.

**4 CONFIRMATION OF MINUTES**

**RESOLUTION 2024/299**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That the minutes of the Ordinary Meeting held on 27 November 2024 be confirmed.

**CARRIED**

**5 MAYORAL MINUTE**

**5.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS**

**RESOLUTION 2024/300**

Moved: Cr Juanita Wighton

Seconded: Cr Robyn Turner

That:

1. The Mayoral Minute No. R24/357 be received and noted.

**CARRIED**

**6 PUBLIC FORUM**

Nil.

**7 DISCLOSURE OF INTEREST**

**Cr Melissa Rees declared a Non-Pecuniary Less Than Significant interest in item No 9.3.1 Local Heritage Fund Program 2025/2025 as she is a neighbour of the applicant.**

**8 READ AND NOTE**

**RESOLUTION 2024/301**

Moved: Cr Peter Harris  
 Seconded: Cr Robyn Turner

The recommendations included in the business paper to receive and note, the following items be adopted:

- 8.1. Child Safe Standards – Action Plan 2024 Update to Council.
- 8.2. Building Projects Monthly Update for November/December.

**CARRIED**

**Deputy Mayor Megan Mortimer joined the meeting.**

**8.3 SUBMISSION TO IPART ON REVIEW OF THE MAXIMUM PRICES THE VALUER GENERAL CAN CHARGE FOR LAND VALUATIONS**

**RESOLUTION 2024/302**

Moved: Cr Melissa Blewitt  
 Seconded: Cr Robyn Turner

That:

- 1. The Director Corporate and Community Services Report R24/341 be received and noted.

**CARRIED**

**READ AND NOTE**

**RESOLUTION 2024/303**

Moved: Cr Peter Harris  
 Seconded: Cr Robyn Turner

The recommendations included in the business paper to receive and note, the following items be adopted:

- 8.4 Active Resolutions;



- 8.5 Disclosure of Interest;
- 8.6 Development Data November 2024;
- 8.7 FY24/25 Utilities Monthly Update for November;
- 8.8 FY24/25 Urban Works Monthly Update for November.

**CARRIED**

#### **8.9 FY24/25 ROADWORKS MONTHLY UPDATE FOR NOVEMBER**

##### **RESOLUTION 2024/304**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director Infrastructure Services report No R24/352 be received and noted.

**CARRIED**

#### **READ AND NOTE**

##### **RESOLUTION 2024/305**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

- 8.10. Code of Conduct – Annual Complaint Statistics 2023 – 2024;
- 8.11 Investments as at 30 November 2024;
- 8.12 Statecover Mutual Ltd – GM Report;
- 8.13 Tourism and Promotions Update for November 2024.

**CARRIED**

## 9 DECISION REPORTS

### 9.1 GENERAL MANAGER

#### 9.1.1 DRAFT COMMUNITY ENGAGEMENT STRATEGY 2024-2028

##### RESOLUTION 2024/306

Moved: Cr Melissa Rees

Seconded: Cr Peter Harris

That:

1. The General Manager's Report No. R24/373 be received and noted.
2. The draft Lachlan Shire Council Community Engagement Strategy 2024-2028 be placed on public exhibition for a minimum period of 28 days.
3. Following completion of the public exhibition period a further report be presented to Council detailing any feedback on the draft document for Council's consideration prior to adoption of the revised Community Engagement Strategy.

**CARRIED**

### 9.2 CORPORATE AND COMMUNITY SERVICES

#### 9.2.1 COMMUNITY DONATION AND EVENT SUPPORT PROGRAM

A foreshadow motion was moved by **Cr Rees** and seconded by **Cr Mortimer** that:

Council decline a financial donation of \$450 in support for the NAIDOC Week 2025 School Initiatives to Koori Kids.

The foreshadow motion was put to a vote and the vote was **CARRIED**.

The foreshadow motion became the motion that was **CARRIED**.

##### RESOLUTION 2024/307

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Director of Corporate and Community Services Report R24/359 be received and noted.
2. Council decline a financial donation of \$450 in support for the NAIDOC Week 2025 School Initiatives to Koori Kids.
3. Provide in-kind support, estimated to be valued at \$1,660, for the Mayfield Hotel Australia Day 2025 event. This contribution is to be funded from the In-Kind Contributions budget and is conditional on the program proceeding.

4. Provide a donation of in-kind support estimated to be valued at \$6,790 for the Condobolin Picnic Club Inc.'s annual Picnic Races in February 2025. This contribution is to be funded from the In-Kind Contributions budget and is conditional on the program proceeding.
5. Provide a financial donation of \$500 and an in-kind support estimated to be valued at \$700 to the Tottenham Christmas Tree 2024 for the Community Christmas Tree event. This donation is to be funded from the Community Events Program budget and In-Kind contributions budget. This donation is conditional on the event proceeding.

**CARRIED**

**Cr Melissa Rees declared a Non-Pecuniary Less Than Significant interest in item No 9.3.1 Local Heritage Fund Program 2025/2025 as she is a neighbour of the applicant.**

### **9.3 ENVIRONMENT AND PLANNING**

#### **9.3.1 LOCAL HERITAGE FUND PROGRAM - 2024/2025**

##### **RESOLUTION 2024/308**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Director Environment and Planning Report No. R24/136 be received and noted.
2. Council allocate \$20,000.00 from the Lachlan Shire Council Local Heritage Fund 2024/2025 as follows:
  - (a) \$3,500.00 for the various works in line with the Conservation Management Plan at the State Heritage listed All Saints Anglican Church;
  - (b) \$2,000.00 for the painting of the shop and replacement of rear door and window at 112 Bathurst Street, Condobolin, subject to Council approval of an appropriate paint colour scheme;
  - (c) \$3,000.00 for the repair/replacement of tree stumps (posts) at the base of the Gulgo Woolshed, 10276 Lachlan Valley Way, Condobolin;
  - (d) \$3,000.00 for the fence restoration at the private dwelling located at 60 William Street, Condobolin;
  - (e) \$3,750.00 for the verandah restoration at the private dwelling 'Mon-Reve' located at 9 Busby Street, Condobolin;
  - (f) \$3,250.00 for the painting of the verandah and balustrade at the Condobolin Post Office, 33 Bathurst Street, Condobolin, subject to Council approval of an appropriate paint colour scheme.
3. Council endorse the lodgement of an application to the 2025-2027 NSW Heritage Grants Program under the Local Government Heritage Grant Guidelines.

**CARRIED**

**9.4 INFRASTRUCTURE SERVICES**

**9.4.1 LACHLAN RIVER FLOOD STUDY - CONDOBOLIN TO LAKE BREWSTER**

**RESOLUTION 2024/309**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Director Infrastructure Services Report No. R24/337 be received and noted.
2. Council delegate authority to the General Manager to withdraw from the 2023/FMP/0106 funding agreement to undertake the Condobolin to Lake Brewster Flood Study.

**CARRIED**

**10 DEPUTATIONS**

Nil.

**11 NOTICES OF MOTION**

Nil

**12 NOTICES OF RESCISSION**

Nil

**13 DELEGATES REPORT**

**13.1 DELEGATES REPORT**

**RESOLUTION 2024/310**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Delegate’s Report No. R24/368 be received and noted.

**CARRIED**

**13.2 DELEGATES REPORT**

**RESOLUTION 2024/311**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Delegate’s Report No. R24/376 be received and noted.

**CARRIED**

**14 CORRESPONDENCE**

**14.1 CORRESPONDENCE**

**RESOLUTION 2024/312**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Correspondence Report No. R24/354 be received and noted.

**CARRIED**

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

Nil.

**16 PETITIONS**

Nil.

**17 CLOSED SESSION**

**Meeting paused at 2:48pm.**

**Meeting resumed 3:10pm.**

**RESOLUTION 2024/313**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

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:

**17.1 Cleaning Contract Tender - Condobolin**

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

**17.2 Short term Licence Stable 6, SRA Grounds Condobolin**

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

**17.3 Short term Licence to 2 July 2026 - part Lot 2342 DP 566794, 105 Hassans Lane Condobolin**

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

**17.4 License - Condobolin Aerodrome Hanger**

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.

**17.5 Lease - Part of Condobolin Aerodrome: known as part lot 12 DP 1077845 and Lot 3 DP 530410.**

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.

**17.6 Office of Local Government - Self Assessment Pulse Check**

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.

**17.7 LACHLAN SHIRE VISITOR INFORMATION CENTRE - CAFE LEASE**

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

**CARRIED****RESOLUTION 2024/314**

Moved: Deputy Mayor Megan Mortimer

Seconded: Cr Juanita Wighton

That Council moves out of Closed Council into Open Council.

**CARRIED****17.1 CLEANING CONTRACT TENDER - CONDOBOLIN****RESOLUTION 2024/315**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director Environment and Planning Report No. R24/264 be received and noted.
2. The tender submitted by AntimRaj Pty Ltd trading as CleanDeal Dubbo in response to T2024/17 - Cleaning of Council Premises, Condobolin be accepted.
3. The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.

**CARRIED**

**Cr Melissa Blewitt, Cr Dennis Brady, Cr Rees and Cr Juanita Wighton requested that their name be recorded as voted against the motion.**



**17.2 SHORT TERM LICENCE STABLE 6, SRA GROUNDS CONDOBOLIN****RESOLUTION 2024/316**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director Corporate & Community Services Report R24/312 be received and noted.
2. Council declines the expressions of interest received for South Forbes Road Reserve Trust, reserve number R89343 (known as part lot 7302 DP 1166993 Stable 6, SRA Grounds).
3. Council invite fresh expressions of interest for the reserve at a hire fee nominated by the applicant above \$30 per week including GST.

**CARRIED**

**17.3 SHORT TERM LICENCE TO 2 JULY 2026 - PART LOT 2342 DP 566794, 105 HASSANS LANE CONDOBOLIN****RESOLUTION 2024/317**

Moved: Cr Peter Harris

Seconded: Cr Juanita Wighton

That:

1. The Director Corporate & Community Services Report R24/313 be received and noted.
2. Council declines the expressions of interest received for part Lot 2342 DP 566794 (approximately 110 acres), 105 Hassans Lane, Condobolin.
3. Council invite fresh expressions of interest for the part lot 2342 DP 566794 (approximately 110 acres), 105 Hassans Lane, Condobolin at a hire fee nominated by the applicant above \$5,500 per annum plus GST and an annual CPI increase.

**CARRIED**

**17.4 LICENSE - CONDOBOLIN AERODROME HANGER****RESOLUTION 2024/318**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Director Corporate & Community Services Report R24/364 be received and noted.
2. A license for the Condobolin Aerodrome Hangar on part Lot 12 DP 1077845, as shown on the map attached be offered to Randwick Downs (Tony Slade), for 3 years from 1 July 2023, at a rental fee of \$667 per year including GST, with an annual CIP increase. A bond of 2 weeks rent and a copy of the licensee's public liability insurance is required.
3. The General Manager be authorised to sign the license document.

**CARRIED**

**Cr Melissa Blewitt requested that her name be recorded as voted against the motion.**

**17.5 LEASE - PART OF CONDOBOLIN AERODROME: KNOWN AS PART LOT 12 DP 1077845 AND LOT 3 DP 530410.**

**RESOLUTION 2024/319**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Director Corporate & Community Services Report R24/364 be received and noted.
2. Part of Condobolin Aerodrome: known as part Lot 12 DP 1077845 and Lot 3 DP 530410, shown within the red line on the map attached, be advertised at a starting rental fee of \$200 per week including GST, for the term of 3 years. An annual CPI increase will apply. Payment will be 12 months in advance. Lessee will pay the cost of legal expenses and provide public liability insurance.
3. The General Manager be authorised to sign the lease document.

**CARRIED**

**17.6 OFFICE OF LOCAL GOVERNMENT - SELF ASSESSMENT PULSE CHECK**

**RESOLUTION 2024/320**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director Corporate and Community Services Report No. R24/371 be received and noted.

**CARRIED**

**17.7 LACHLAN SHIRE VISITOR INFORMATION CENTRE - CAFE LEASE**

**RESOLUTION 2024/321**

Moved: Cr Peter Harris

Seconded: Cr Juanita Wighton

That:

1. The General Manager's Report No R24/375 be received and noted.
2. The proposal from Logan and Melissa Thorpe for a 3-year lease on the Lachlan Shire Visitor Information Centre cafe be accepted.

- 3. The General Manager be authorised to negotiate a mutually acceptable termination strategy with the lessee.
  - 4. The General Manager be authorised to sign a 3-year lease agreement with Logan and Melissa Thorpe for the operation of the Lachlan Shire Visitor Information Centre café - known as Thorpe’s in the Paddock.
  - 5. The Thorpe’s be congratulated on successfully establishing and operating the café over the past 10 months.
- CARRIED**

**The Meeting closed at 4:10pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 February 2025.**

.....  
**CHAIRPERSON**

**5 MAYORAL MINUTE**

**5.1 MEETINGS AND FUNCTIONS**

**TRIM Number:** R25/5

**Author:** Executive Assistant

**RECOMMENDATION**

That:

1. The Mayoral Minute No. R25/5 be received and noted.

**PURPOSE**

To provide council with details of the meetings and functions attended by the Mayor and Deputy Mayor for the months of December, January and February 2025.

**MAYOR:**

**DECEMBER:**

19.12.2024 CMA Executive Board Meeting – Zoom.

**JANUARY:**

11.01.2025 Official Opening of the Elvis Festival – Parkes.

23.01.2025 CMA Executive Board Meeting – Zoom

26.01.2025 Australia Day Celebrations – Condobolin and Tottenham

29.01.2025 2nd - Councillor Intensive Training Day – Condobolin.

**FEBRUARY:**

05.02.2025 Meeting with Miranda Fry – Tottenham.

11.02.2025 CNSWJO Opt in Advocacy Subcommittee meeting – MS Teams.

12.02.2025 Councillor Workshop – Strategic Planning Day for Development of CSP – Condobolin.

12.02.2025 Pre-Meeting Briefing – Condobolin.

19.02.2025 Portfolio Mayors for Health – MS Teams.

20.02.2025 CMA Executive Board Meeting – Zoom.

26.02.2025 Ordinary Council Meeting – Condobolin.

**DEPUTY MAYOR**

**JANUARY:**

29.01.2025                    2nd - Councillor Intensive Training Day – Condobolin.

**FEBRUARY:**

11.02.2025                    Mining and Energy Related Councils Association Visit with Lachlan Shire Council – Condobolin.

12.02.2025                    Councillor Workshop – Strategic Planning Day for Development of CSP – Condobolin.

12.02.2025                    Pre-Meeting Briefing – Condobolin.

26.02.2025                    Ordinary Council Meeting – Condobolin

**ATTACHMENTS**

Nil

**5.2 MAYORAL MINUTE - ACTING GENERAL MANAGER APRIL AND MAY 2025****TRIM Number: R25/7****Author: General Manager****RECOMMENDATION**

That:

1. Mayoral Minute R25/7 be received and noted.
2. The Mayor be authorised to appoint Mr Alan Stoneham as the Acting General Manager of Lachlan Shire Council for the period 31 March to 23 May 2025.
3. If necessary the period of the appointment may be reduced or extended by up to 2 weeks with the agreement of Mr Stoneham.
4. Mr Stoneham be delegated all delegations currently assigned to the General Manager for the duration of the Acting appointment.

The General Manager has applied for personal medical leave from 31 March to 23 May 2025. This leave is permitted under the General Manager's contract of employment and has been approved.

Normally, when the General Manager takes short periods of annual or personal leave one of the Directors is appointed as the Acting General Manager. While this increases the workload of the Director the arrangement provides good professional development opportunities for the Directors while maintaining continuity of supervision for the staff.

Unfortunately, the General Manger's upcoming procedure will require a rehabilitation period of approximately eight (8) weeks. This is a longer period than a Director should be reasonably expected to fulfil the acting role, given their anticipated workload over this time. During April and May 2025, the next budget and associated Integrated Planning and Reporting documents will be under development while several significant infrastructure projects will also be underway. As such, it is appropriate for Council to engage an external Acting General Manager for the period of the General Manager's leave.

A suitably experienced candidate is Mr Alan Stoneham. Mr Stoneham is a former General Manager of Penrith City Council and he has more than 45 years local government experience. In 2019 he was engaged by Council as the Acting General Manager for a period of approximately 3 weeks. This gave him some knowledge and understanding of Council's systems and processes. Mr Stoneham is known to several Councillors and staff. He has confirmed his availability to take on this appointment and his experience will allow him to seamlessly undertake the responsibilities of the position.

As this is a temporary short-term appointment there is no statutory obligation under the Local Government Act 1993 to advertise the temporary vacancy or undertake a merit basis recruitment process.

An alternate option would be to engage an Acting General Manager through one of the many industry agency providers; however, this would be unlikely to produce a more favourable or suitable candidate. It would also incur increased costs through the agency commissions charged for the engagement.

**ATTACHMENTS**

Nil

**6 PUBLIC FORUM**

Mrs Patrisha Hurley OAM.

Mr Philip Daries.

**7 DISCLOSURE OF INTEREST**



**8 READ AND NOTE****8.1 FY24/25 ROADWORK MONTHLY UPDATE FOR DECEMBER/JANUARY****TRIM Number: R24/381****Author: Manager - Roads****RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R24/381 be received and noted.

**PURPOSE**

The purpose of this report is to provide a summary of road works undertaken by the Infrastructure Services Department completed in December 2024 and January 2025, works in progress in the month of February and works scheduled for the month of March. The execution and completion of works varies depending on resource availability, weather conditions, work priorities and unforeseen circumstances.

**SUPPORTING INFORMATION**

Nil.

**BACKGROUND**

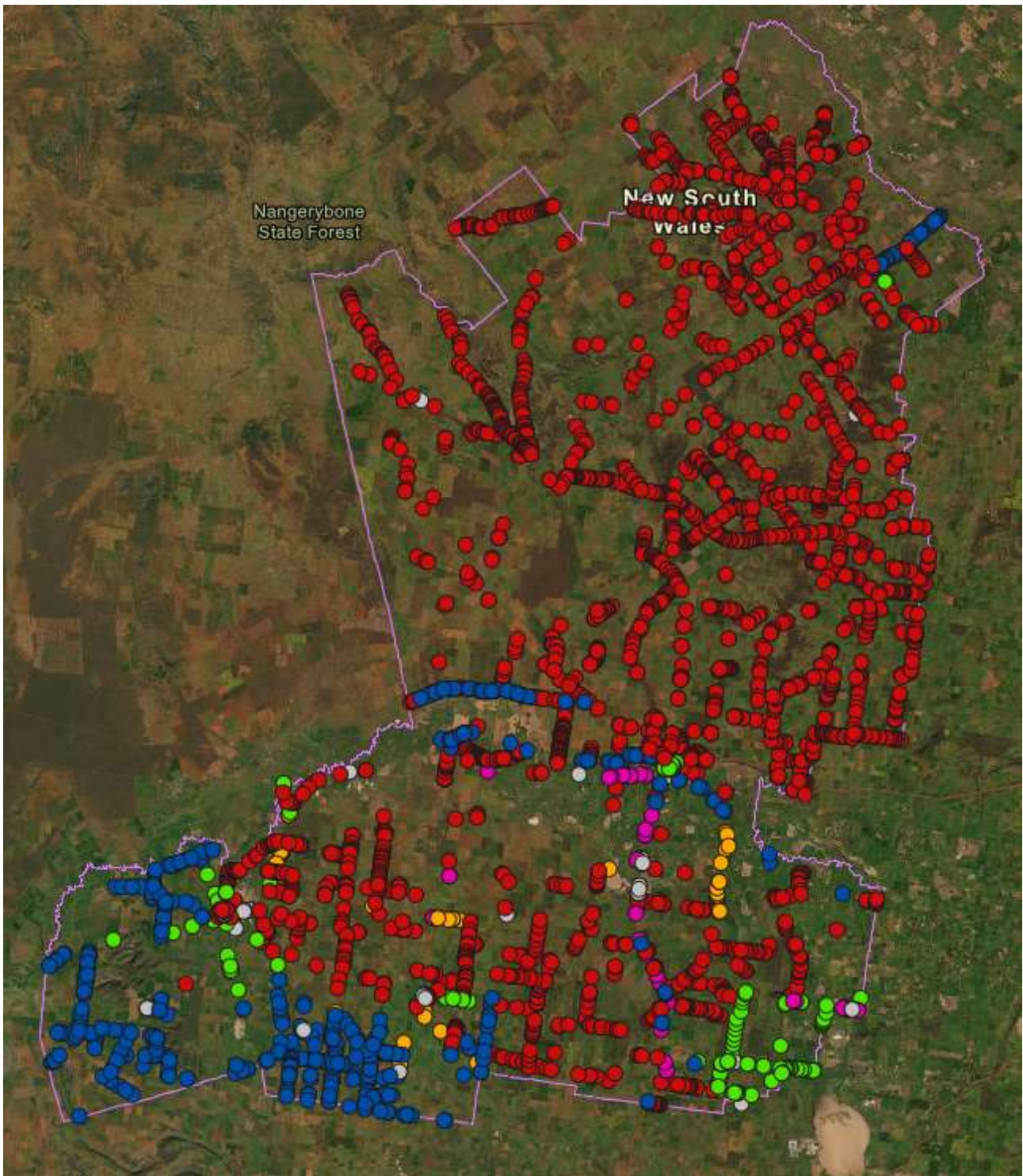
TfNSW have completed the assessment Council's Essential Public Asset Reconstruction Works claim for AGRN 1034 (NSW flooding from 14 September 2022 Natural Disaster). The final two submissions for unsealed roads were assessed with approx. 81% of sites approved for treatment – 1,472 of the 1,809 submitted sites being approved in full or in part. In addition, 17 sites were approved on Burcher Road through Nerang Cowal which were submitted after the submission closure date but were only able to be assessed after the water level in the lake dropped sufficiently to allow access to the road.

The delivery of repairs to the unsealed roads will be undertaken by a mixture of Council crews and contractors. Contract documents are currently being prepared for selected areas to progress the delivery of the required repairs.

Stabilised Pavements Australia (SPA) are continuing with delivery of repairs on sealed roads south of Condobolin. Initial work carried out on SR 90 Grassmere Road and MR 377 Lachlan Valley Way (aka South Forbes Road) were of a good standard, however failures occurred in several patches undertaken on MR 57S The Gipps Way prior to Christmas. To SPA's credit they reworked these failures and completed them to the required standard without dispute. They are continuing to work south toward Lake Cargelligo and no further issues have been raised regarding the standard of work.

Two Council grader crews are working on seal widen projects on MR 7513 Lake Cargelligo Road and SR 194 North Uabba Road, with the third construction grader on Officers Parade, Condobolin and

heavy patching work on MR 57S The Gipps Way. Four graders are continuing to undertake maintenance grading, with two graders stood down due to lack of operators.



- Not delivering
- Setout Incomplete
- Setout Completed
- Works in Progress
- Ready for Inspection
- Works Complete

Map 1 – AGRN 1034 Flood Damage assessment sites Feb 2025

**UPDATE****Works undertaken in December/January**

- **Heavy patching, re-sheeting and grade water and roll undertaken on the following roads**
  - Main Roads
    - MR 7514 Nyngan Road – gwr with approx. 4 km of gravel re-sheeting
  - Shire Roads
    - SR 47 Mineral Hill Road – gwr
    - SR 62 Carlisle Road – gwr
    - SR 65 Euligal Lane - gwr
    - SR 115 Elsmore Road – gwr
    - SR 161 Bygalore Road – gwr
    - SR 432 Hutchison Lane – gwr
    - SR 433 Brownies Lane – gwr
    - SR 436 Minemoorong Road – gwr
    - SR 1139 Weja Road – gwr, flood damage repairs
    - SR 1347 Albert Road – gwr
- **Road and culvert reconstruction undertaken on the following roads**
  - Regional Roads
    - MR 7513 Lake Cargelligo Road – RERRF – 8 km of seal widening
  - Shire Roads
    - SR 45 Boona Road – FLR/RTR – 9 km of seal widening
    - SR 45 Boona Road – culvert replacement
    - SR 194 North Uabba Road – RTR – 2.3 km of seal widening
- **Road reseals/sealing**
  - Regional Roads
    - MR 231 Wyalong Road – RERRF – 5 km of seal widen and reseal
  - Shire Roads and Town Streets
    - SR 11 Moira Vale Road – RERRF – 1 km of seal widen and reseal
    - SR 45 Boona Road – FLR/RTR – 9 km of seal widen and reseal
- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following unsealed roads**
  - Main Roads
    - nil
  - Shire Roads
    - SR 5 Lansdale Road – maintenance grading
    - SR 11 Moira Vale Road – maintenance grading
    - SR 25 Kerriwah Road – maintenance grading
    - SR 34 Wilmatha Road – maintenance grading
    - SR 43 Back Tullamore Road – fallen trees removal
    - SR 46 Carawatha Road – maintenance grading
    - SR 63 Wilga Ridge Road – maintenance grading
    - SR 66 Ootha Road – maintenance grading
    - SR 78 The Troffs Road – maintenance grading
    - SR 101 Corinella Road – maintenance grading
    - SR 107 Deans Road – maintenance grading
    - SR 133 Whymarks Lane – maintenance grading

- SR 134 Toliman Road – maintenance grading
  - SR 135 Wardy Bus Road – maintenance grading
  - SR 136 Dillons Lane – maintenance grading
  - SR 138 Yaddra Road – maintenance grading
  - SR 139 Borapine Road – maintenance grading
  - SR 140 Singh Road – maintenance grading
  - SR 152 Thomas Lane – fallen trees removal
  - SR 160 Sunnyside Road – flood damage repairs
  - SR 162 Ugalong Road – maintenance grading
  - SR 163 Murphys Road – maintenance grading
  - SR 172 Inverhelu Road – maintenance grading
  - SR 179 Kings Lane – maintenance grading
  - SR 230 Lachlan Valley Way – maintenance grading
  - SR 361 Shanklin Lane – maintenance grading
  - SR 372 Woods Road – maintenance grading
  - SR 382 Bloomfield Road – maintenance grading
  - SR 424 Regulus Lane – maintenance grading
  - SR 435 Yethra Road – maintenance grading
  - SR 1169 Bobadah Road – maintenance grading
  - SR 1411 Lachlan Valley Way – maintenance grading
- **Shoulder grading/slashing/vegetation control/patching and flood damage undertaken on the following sealed roads**
    - Main Roads
      - MR 57S The Gipps Way – flood damage repair (contractor), pothole patching
      - MR 57N The Bogan Way – pothole patching, heavy patching
      - MR 377 Lachlan Valley Way – flood damage repair (contractor)
      - MR 57N Fifield Road – pothole patching
      - MR 377 Lachlan Valley Way (aka South Forbes Road) – slashing
      - MR 461 Henry Parkes Way – pothole patching, vegetation control
      - MR 501 Lachlan Valley Way (aka Hillston Road) – pothole patching
      - MR 7513 Lake Cargelligo Road – pothole patching
      - MR 7521 Kiacatoo Road – pothole patching
    - Shire Roads
      - SR 10 Meadowview Road – slashing
      - SR 60 Springvale Road – shoulder grading
      - SR 62 Platina Road – temporary repair on flood damage
      - SR 124 Crown Camp Road – heavy patching flood damage repair (contractor)
      - SR 347 Gum Bend Road – slashing
      - SR 418 Willow bend Road - slashing
      - SR 1029 Tullibigeal Road – vegetation control
      - SR 1145 Burcher Road – slashing
      - SR 1169 Bobadah Road – shoulder grading

**Works in progress or planned for February**

- **Heavy patching, re-sheeting and grade water and roll in progress on the following unsealed roads**
  - Main Roads
    - MR 7514 Nyngan Road – gwr with approx. 4 km of gravel re-sheeting
  - Shire Roads
    - As required
  
- **Road and culvert reconstruction in progress on the following roads**
  - Main Roads
    - MR 7513 Lake Cargelligo Road – RERRF – 8 km of seal widening
    - MR 7513 Lake Cargelligo Road – RERRF – 6 km of seal widening (brought forward from FY2025/26)
  - Shire Roads
    - SR 185 Yelkin Road – RTR – 2 km of shoulder widening
  - Town Streets
    - Officers Parade – 300m of heavy patching
  
- **Road reseals/sealing**
  - Main Roads
    - MR 57S The Gipps Way – two coat seal on heavy patching
  - Shire Roads
    - SR 194 North Uabba Road – 2.3 km seal widen and reseal
  - Town Streets
    - Officers Parade – 300m two coat seal
  
- **Maintenance grading/sucker removal/storm damage repairs in progress on the following roads**
  - Main Roads
    - nil
  - Shire Roads
    - SR 20 Braalghy Road – maintenance grading
    - SR 23 Jumble Plains Road – maintenance grading
    - SR 33 Pietschs Road – maintenance grading
    - SR 34 Wilmatha Road – maintenance grading
    - SR 41 Red Heart Road – maintenance grading
    - SR 42 Gobondery Road – maintenance grading
    - SR 98 Manna Forest Road – maintenance grading
    - SR 100 Scrubby Lane – maintenance grading
    - SR 109 Ungarie Road – maintenance grading
    - SR 110 Euglo Trig Road – maintenance grading
    - SR 121 Camp Road – maintenance grading
    - SR 124 Crown Camp Road – maintenance grading
    - SR 125 Pellow Road – maintenance grading
  
- **Shoulder grading/slashing/vegetation control and patching in progress on the following sealed roads**
  - All Roads

- Slashing and pothole patching as required

### Works planned for March

- **Heavy patching, re-sheeting and grade water and roll to be undertaken on the following unsealed roads**
  - Regional Roads
    - MR 461 Henry Parkes Way – gwr
  - Shire Roads
    - As required
- **Road resealing/sealing**
  - Regional Roads
    - MR 7514 Lake Cargelligo Road – RERRF – 8 km of seal widen and reseal
    - MR 7513 Lake Cargelligo Road – RERRF – 6 km of seal widening (brought forward from FY2025/26)
    -
  - Shire Roads
    - SR 185 Yelkin Road – RTR – 2 km of seal widen and reseal
  - Town Streets
    - Galari Circuit and Wiradijuri Way –reseal
- **Road and culvert reconstruction to be undertaken on the following roads**
  - Main Roads
    - MR 7513 Lake Cargelligo Road – RERRF – 8 km shoulder widening
  - Shire Roads
    - SR 185 Yelkin Road – RTR – 2 km of seal widen
- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following roads**
  - All Roads
    - Uncompleted roads from February program
- **Shoulder grading/slashing/vegetation control and patching undertaken on the following sealed roads**
  - All Roads
    - As required

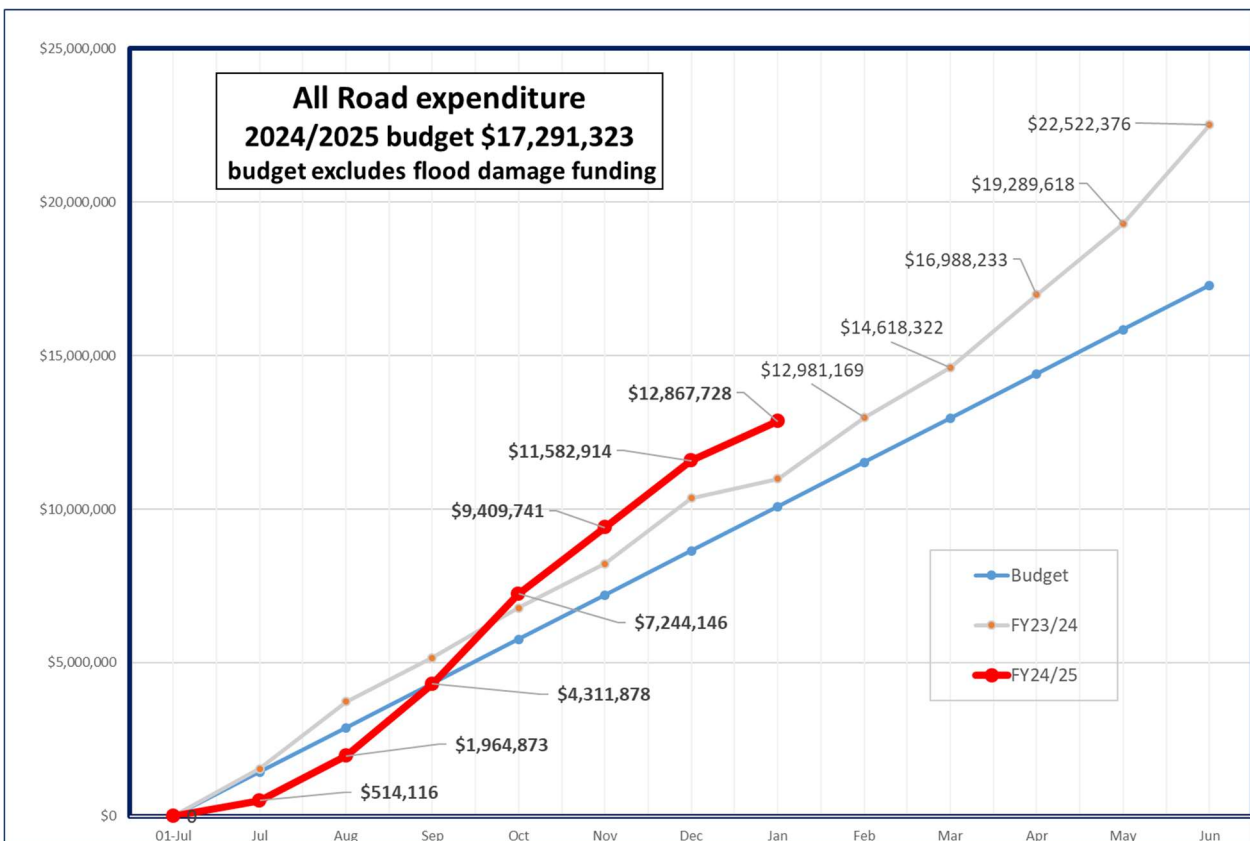
**FINANCIAL AND RESOURCE IMPLICATIONS**

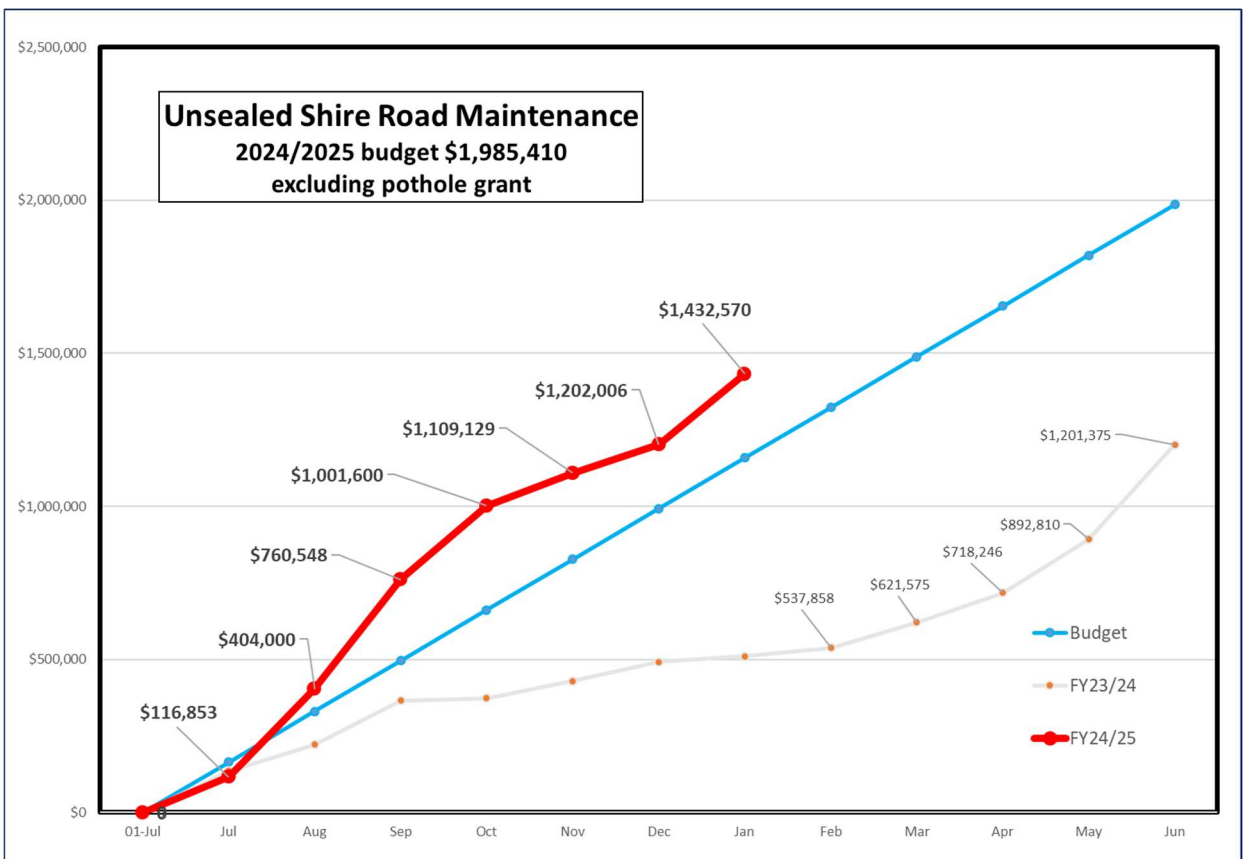
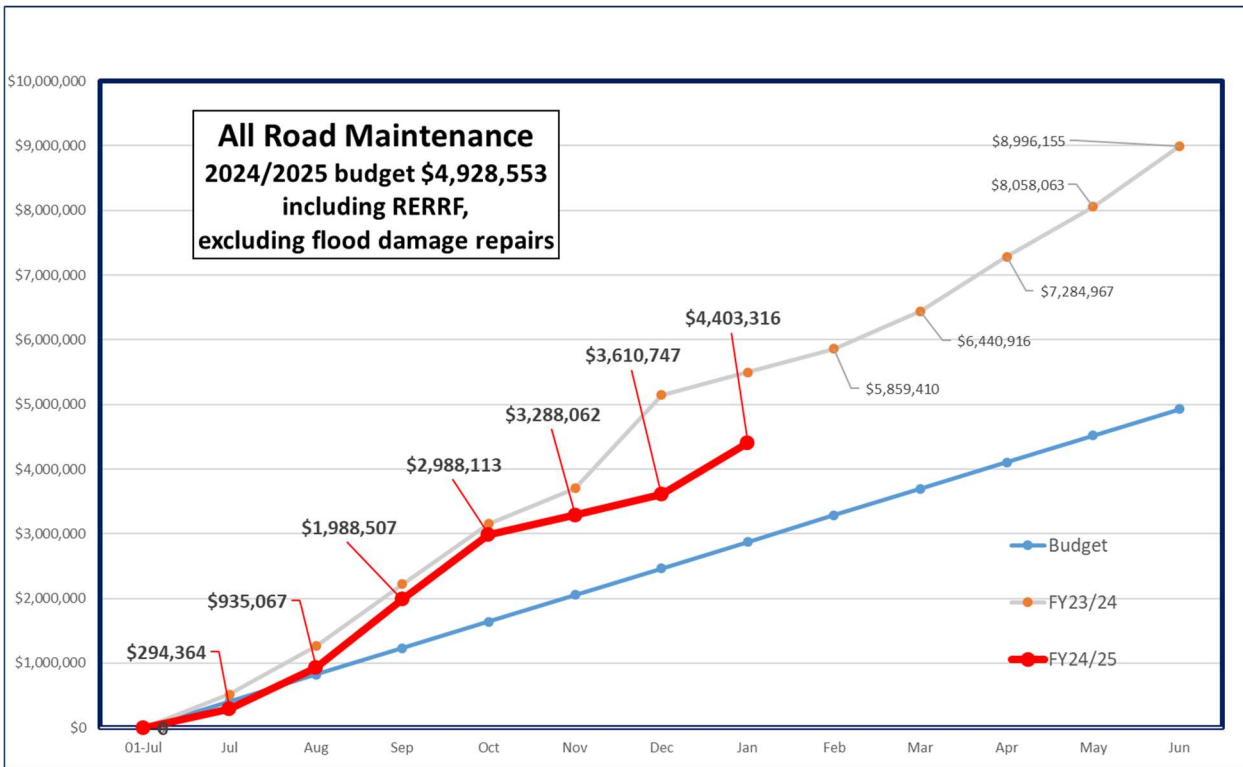
<b>CONSTRUCTION PROJECTS</b>					
<b>Local Roads</b>					
<b>Project</b>	<b>Budget</b>	<b>Funding source</b>	<b>Expend to date</b>	<b>Forecast Expend</b>	<b>Comments</b>
<b>Local road reseals</b>					
SR 231 Culew Road 10 km	\$435k	FAG Roads \$140k, RTR \$450k, RLRRP \$435k	\$405k	\$435k	<b>Complete</b>
Balance	\$590k		\$0k	\$590k	Program to be determined
<b>Total</b>	<b>\$1,025m</b>		<b>\$405k</b>	<b>\$1,025m</b>	
<b>Local roads gravel re-sheets</b>					
SR 34 Wiltmatha Road 2 km	\$77k	Special Rate Variation \$200k, RERRF \$500k, RTR \$479k	\$103k	\$77k	<b>Complete</b> , gravel not yet costed to project
SR 60 Springvale Road 3 km	\$115k		\$66k	\$115k	<b>Complete</b> , gravel not yet costed to project
SR 95 Ilgindrie Road 2 km	\$77k		\$65k	\$77k	<b>Complete</b> , gravel not yet costed to project
SR 97 Driftway Road 4 km	\$154k		\$96k	\$154k	<b>Complete</b> , gravel not yet costed to project
SR 118 Bolo Road 2 km	\$77k		\$108k	\$77k	<b>Complete</b> , gravel not yet costed to project
Balance (RTR and SRV)	\$679k		\$0k	\$679k	Draft program prepared, work to be undertaken in Q4
<b>Total</b>	<b>\$1,179m</b>		<b>\$438k</b>	<b>\$1,179m</b>	
SR 5 Lansdale Road 2 km seal widening	\$287k	Regional Emergency Roads Repair Fund (RERRF)	\$353k	\$370k	<b>Complete</b> additional cost to be funded from RERRF
SR 11 Moira Vale Road 1 km seal widening	\$146k	RERRF	\$205k	\$220k	<b>Complete</b> additional cost to be funded from RERRF
SR 45 Boona Road 18 km seal widening	\$3.3 m	Fixing Local Roads \$2.97m, RTR \$330k	\$1.551m pre 1 July 2024, \$1,425m in FY24/25 <b>Total \$2.976m</b>	\$3.3m	<b>Complete</b> , gravel and final sealing not yet costed to project
SR 185 Yelkin Road 2 km seal widening	\$350k	RTR	\$0k	\$350k	Programmed for Q3
SR 194 North Uabba Road 2 km seal widening	\$350k	RTR	\$176k	\$350k	Widening in progress
SR 1169 Bobadah Road 2 km seal widening Racecourse Road to Moira Vale Road and 2 km start of narrow seal	\$642k	RTR/RERRF	\$475k	\$642k	<b>Complete</b> , gravel not yet costed to project
McDonnell St, Condobolin Bathurst St to Lachlan St reconstruction	\$240k	RERRF \$140k, FAG Roads \$100k	\$0k	\$240k	Programmed for Q4

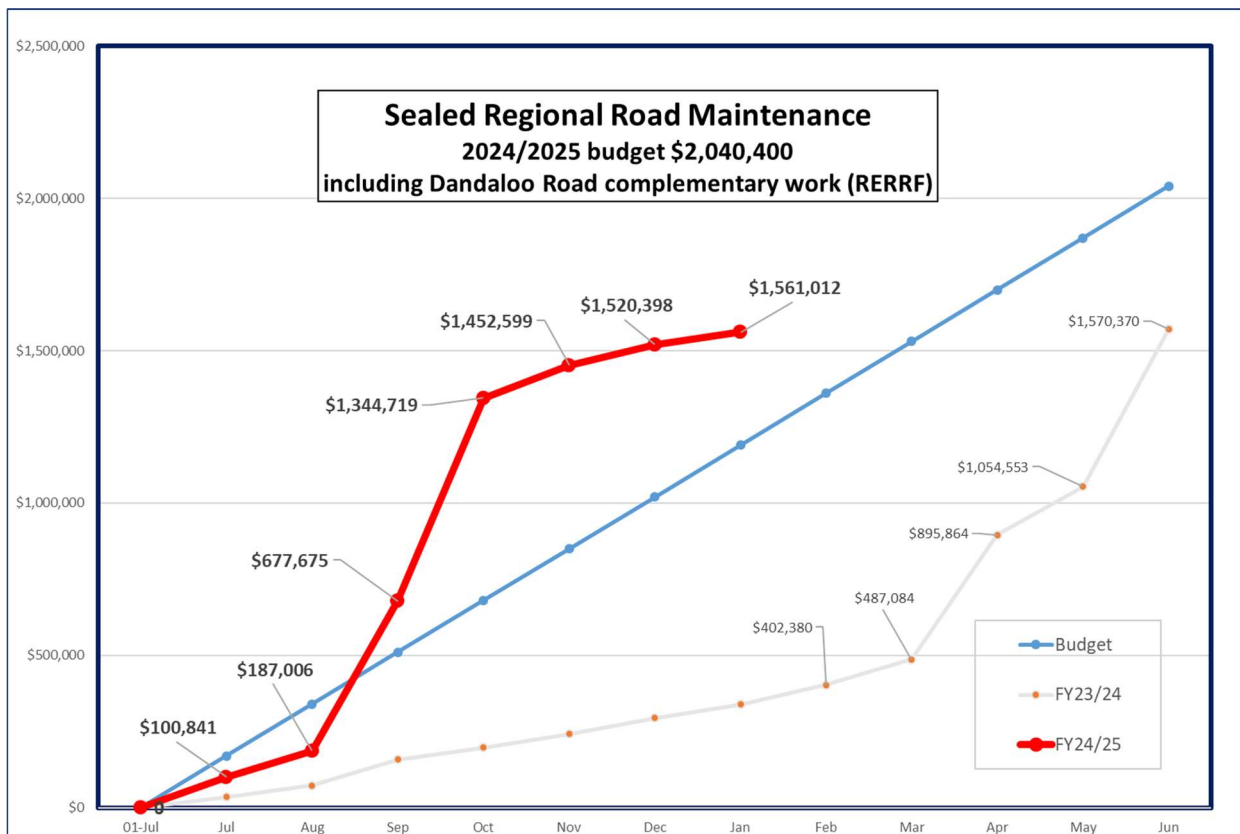
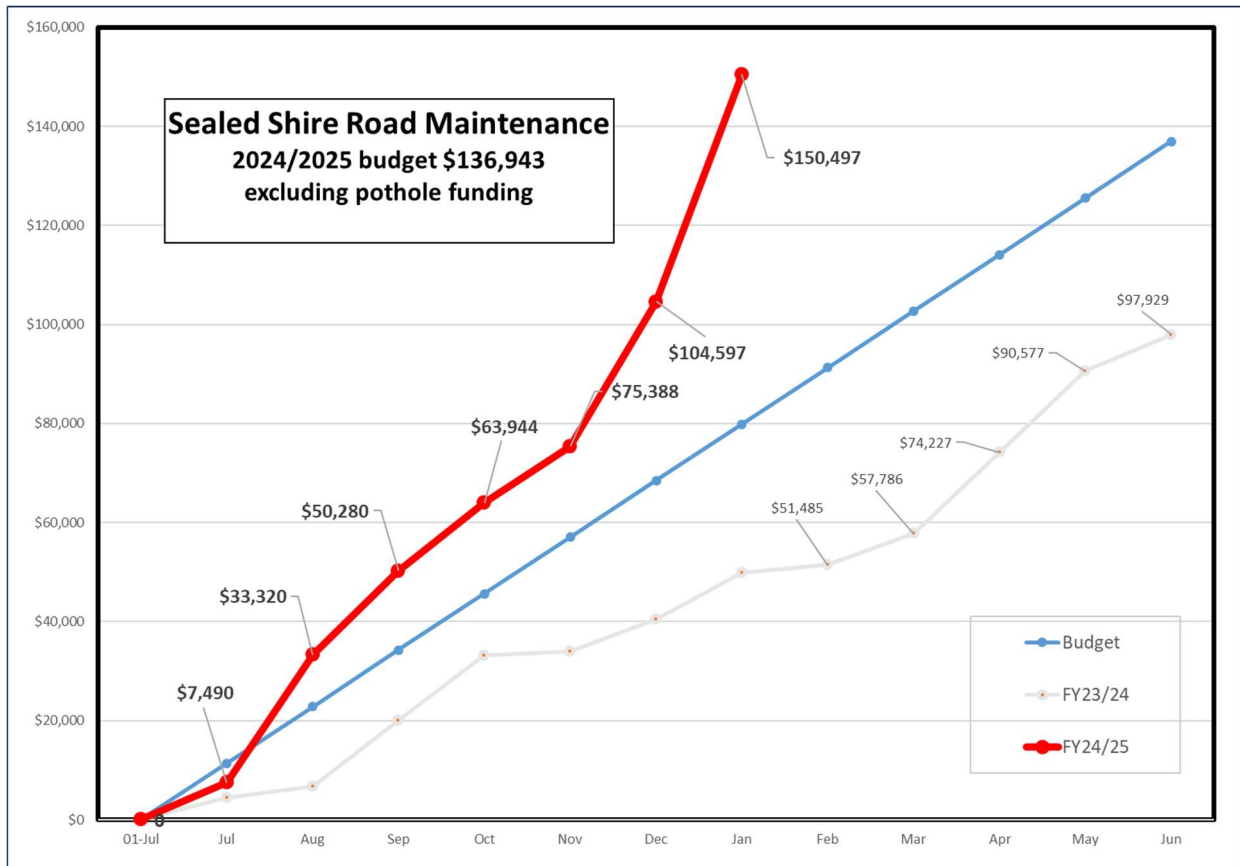
<b>CONSTRUCTION PROJECTS</b>					
<b>Regional Roads</b>					
<b>Project</b>	<b>Budget</b>	<b>Funding source</b>	<b>Expend to date</b>	<b>Forecast Expend</b>	<b>Comments</b>
<b>Regional Roads, reseals</b>					
MR 57S The Gipps Way	\$424k	TfNSW Block Grant	\$424k	\$424k	<b>Complete</b>
Balance	\$26k		\$0k	\$26k	Program to be determined
<b>Total</b>	<b>\$450k</b>		<b>\$424k</b>	<b>\$450k</b>	
Regional Roads, heavy patching	\$50k	TfNSW Block Grant	\$0k	\$50k	Complementary works being undertaken with Flood Damage repair contract
Regional Roads, culvert renewal	\$60k	TfNSW Block Grant	\$60k	\$60k	<b>Complete</b> Culverts replaced on MR 57S The Gipps Way
MR 231 Wyalong Road seal widening 5 km	\$580k	Regional Emergency Roads Repair Fund (RERRF)	\$616k	\$580k	<b>Complete</b> Over expenditure to be funded from Block grant
MR 347 Dandaloo Road complementary works for DRFA repairs	\$900k	RERRF	\$1.0m	\$900k	<b>Complete</b> Over expenditure to be funded from Block grant
MR 7513 Lake Cargelligo Road seal widening 8 km	\$900k	RERRF	\$3k	\$900k	Widening in progress
MR 57NN The Bogan Way/MR 347 Dandaloo Road intersection reconstruction	\$200k	RERRF	\$136k	\$200k	<b>Complete</b>
MR 7513 Lake Cargelligo Road raise road 3 km east of Lake Cargelligo	\$900k	NSW Severe Weather & Flood grant	\$0k	\$900k	Project planning in progress
MR 347 Dandaloo Road/ MR 377 Lachlan Valley Way flood warning signage	\$60k	NSW Severe Weather & Flood grant	\$0k	\$60k	Programmed to commence in Q3
MR 57S William/Lachlan/Busby Sts intersection design	\$500k	TfNSW Block Grant	\$0k	\$500k	Programmed to commence in Q3



2022 Flood Damage Permanent Restoration Work					
Expenditure to date					
Contract	Contractor	Contract value including variations	Approved flood damage work	Complementary work	Comments
C2024-03 Kiacatoo Road	Countrywide Asphalt Pty Ltd	\$1.102m	\$867k	\$235k	<b>Contract complete</b> North River Road included as contract variation
C2024-08 Dandaloo Road	Countrywide Asphalt Pty Ltd	\$2.649m	\$1,630K	\$1,019k	<b>Contract complete</b> Lachlan Valley Way (aka Hillston Road) included as contract variation
C2024-14 Unsealed roads Lake Cargelligo area	Ross Bros Excavations	\$625k	\$625k	N/A	<b>Contract complete</b>
C2024-15 Sealed Roads south	Stabilised Pavements of Australia	\$2.575m	\$643k	N/A	Work in progress
Council workforce unsealed roads	Council staff and sub-contractors	N/A	\$454k	N/A	Work in progress
Sealed Roads Condobolin	to be determined		\$0k	N/A	Tender to be considered by Council
Sealed Roads north	to be determined		\$0k	N/A	Tender to be considered by Council
<b>Total</b>			<b>\$4.219m</b>	<b>\$1.254m</b>	







**CONCLUSION**

Construction work on seal widening projects is continuing for the next few months to ensure that these programmed works are undertaken at the ideal time of the year. A RERRF seal widen program on MR 7513 Lake Cargelligo Road programmed for FY 2025/2026.

Maintenance grading program has been reduced over the summer period to conserve the remaining budget at a time when maintenance grading is less effective due to the lack of moisture present.

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

CSP No. 3.1 - Efficient transport networks that meet community and business needs.  
Transport Asset Management Plan.

**ATTACHMENTS**

Nil

**8.2 ACTIVE RESOLUTIONS**

**TRIM Number:** R25/4

**Author:** Executive Assistant

**RECOMMENDATION**

That:

1. The General Manager's Report No. R25/4 be received and noted.

**PURPOSE**

To provide Council with an update on Active Resolutions as at January and February 2025.

**SUPPORTING INFORMATION**

The Active Resolutions are attached.

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

CSP 4.2 Strong effective and responsive Council.

**ATTACHMENTS**

1. Active Resolutions.

**8.3 BUILDING PROJECTS MONTHLY UPDATE FOR NOVEMBER/DECEMBER**

**TRIM Number: R25/8**

**Author: Manager - Projects and Building**

**RECOMMENDATION**

That:

1. The Director of Environment and Planning Report No. R25/8 be received and noted.

**PURPOSE**

The purpose of this report is to provide a summary of projects currently being undertaken by the Lachlan Shire Council Environment and Planning Department. The execution and completion of work varies on resource availability, weather conditions, work priorities and unforeseen circumstances. Work priority will be allocated based on safety and risk.

**SUPPORTING INFORMATION**

Nil.

**BACKGROUND**

Council has adopted the 2024/25 budget and associated Delivery and Operational Plans. This report provides updates on the delivery of the capital and grant funded projects regarding buildings.

**ISSUES AND COMMENTS**

Project	Budget	Funding Source	Est. Expend. To Date	Forecast Expend.	Comments
Condobolin Works Depot	\$7,246,707.60 (2021)	\$6,000,000 Loan and remaining \$1.25m from council reserves	\$4,193,882.54	\$7,246,707.60 – final costing to be determined	Construction Management Contract Issued. Trade & Suppliers panel has been created. Civil works re-commenced onsite on 9 September 2024.
Electronic Community Signs – Lake Cargelligo & Tottenham	\$170,000	LRCI P4	Nil	\$170,000	Initial site inspections undertaken. Consultation to be scheduled with relevant groups in Lake Cargelligo and Tottenham.

					Discussions held with Lake Alive Representatives – 27 August. Discussion held with Tottenham representatives 9 September. RFQ prepared and sent out. PO to be issued for Lake Cargelligo sign. Awaiting final sign off on Tottenham design
Lake Museum renewal	\$65,000	Capital	\$27k	\$65,000	Scope of works finalised. Preliminary costing obtained. New security screen to northern awning has been provided. Awaiting quotes for remaining works. PO issued for new front door.
Condobolin Children Service – Soft fall & playground renewal	\$56,000	Capital	Nil	\$56,000	Initial meeting has been held to discuss needs and options. Difficulties are being had obtaining quotes for soft fall due to small quantity of works.
Condobolin SES Renewal	\$35,000	Capital	\$14.6k	\$35,000	Inspection undertaken. Project scope developed. Provision of new A/C units to replace old evaporative unit. Gaps in brickwork to be reviewed and gaps filled later in the year to allow for drainage work undertaken previously to reduce the

					moisture impact on the building.
CAP 24 -016 - Community Facilities/Public Amenities Flood Resilience & Betterment - SRA/Pony Club Grounds	\$1.77m (3yr project completion date June 2026)	CAP24	Nil	\$1.77m	<p><b>Stage 1</b> (Flood survey works, new cottage, earthworks, tender – cottage and amenity building) – project has commenced (November 2024).</p> <p>PO’s have been issued for demolition and survey works.</p> <p>RFT being finalised for replacement cottage.</p>

**Condobolin Works Depot Budget Update**

Original Budget	\$7,816,707.60
Remaining Initial Budget including contingency	\$4,422,470.00
New Project Management Costs (est.)	\$350,000.00
Current Expenditure – since recommencement of project	\$1,769,003.67
Remaining Initial Budget	\$2,653,466.33
Estimated Completion Costs	TBA

*All figures include GST*

*\* Figure includes contingency*

The following local companies have been utilised to date for works on the project.

- Ross Bros Excavation Pty
- Seton Electrical Contracting
- Lachlan Ready Mix Pty Ltd
- Sparra’s Grader Hire Pty Ltd
- Emmat Group Pty Ltd
- Robertson’s Ready Mix
- Chris Nagle Electrical

**FINANCIAL AND RESOURCE IMPLICATIONS**

Project management and financial controls are in place to manage financial expenditure and resource allocation.



**LEGAL IMPLICATIONS**

Nil. All project materials and services have been procured in accordance with the requirements of the NSW *Local Government Act 1993* and Council's procurement policy. *Environmental Planning and Assessment Act 1979* provisions are being complied with regarding development approvals and planning controls.

**RISK IMPLICATIONS**

Project management and financial controls are in place to manage time and budget risks. The projects have been assessed against relevant legislative requirements to minimise Council's exposure to risk.

**STAKEHOLDER CONSULTATION**

Council's newspaper column, Talking Tottenham and Mayoral Newsletters update the community on the major improvement works being undertaken around the local government area.

Community consultation has been undertaken in relation to the projects, either through the Community Strategic Plan, through requests for projects to receive grant funding and/or through reports to Council advising of the projects which are being put forward for progression.

**OPTIONS**

Not applicable.

**CONCLUSION**

This report updates Council on the capital improvements/new work being undertaken by the Environment and Planning Department.

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

CSP 1.7 Improved social outcomes for people with disability.

CSP 4.2 Strong effective and Responsive Council.

CSP 6.2 Upgrade community buildings.

**ATTACHMENTS**

Nil

**8.4 INVESTMENTS AS AT 31 DECEMBER 2024****TRIM Number: R25/10****Author: Finance Manager****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R25/10 be received and noted.

**PURPOSE**

The *Local Government (General) Regulation 2021 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 December 2024 is \$1,392,432. Investments held at 31 December 2024 totalling \$72,961,295 are set out in Attachment 1.

**Responsible Accounting Officer Certificate**

I certify that the investments have been reconciled with the Council's general ledger as at 31 December 2024, and that investments have been made in accordance with the *Local Government Act 1993, Local Government (General) Regulation 2021* and Council's Investment Policy.

Karen Pegler

Responsible Accounting Officer

**FINANCIAL UPDATE**

As at the end of December 2024, Council's portfolio is compliant across its credit quality limits. Council is compliant across all counterparty limits except NAB (AA-). This is due to the advanced payment of the Financial Assistance Grant, as previously identified in prior reports, being transferred to Council's on call accounts, where the interest rate is higher than the operating account. NAB is currently marginally over its maximum limit of 25% by 0.13%. This will be rectified over the coming months, as investments with the NAB mature, by deploying funds to an alternate bank.

Over the past 12 months the portfolio, excluding on call cash, returned 4.90% p.a. outperforming the AusBond Bank Bill Index (bank bills) by 0.43% p.a.

The Reserve Bank of Australia (RBA) kept rates on hold at 4.35% as expected. In the RBA December statement, the RBA noted the "Board is gaining some confidence that inflationary pressures are declining in line with these recent forecasts, but risks remain".

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

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

**CONCLUSION**

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

**ATTACHMENTS**

- 1. Investment Report December 2024**

**8.5 DELIVERY PROGRAM 6 MONTHLY UPDATE TO 31 DECEMBER 2024****TRIM Number: R25/14****Author: Administration Officer - Corporate & Community Services****RECOMMENDATION**

That:

1. The General Manager's Report No. R25/14 be received and noted.

**PURPOSE**

To provide Council with progress updates on the Delivery Program as at 31 December 2024, in compliance with the Local Government Act 1993, and Integrated Planning and Reporting (IP&R) Guidelines.

**SUPPORTING INFORMATION**

As attached.

**BACKGROUND**

The General Manager must ensure that progress reports are provided to the council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months.

**ISSUES AND COMMENTS**

In compliance with the Integrated Planning and Reporting Guidelines, a 6-monthly update to Council on progress towards achieving the Delivery Program is attached.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The Annual Budget and Long-Term Financial Plan, including the Resourcing Strategy, provide the financial resources to progress the Delivery Program.

**LEGAL IMPLICATIONS**

*Local Government Act NSW 1993 clause 404* Delivery program

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

Integrated Planning and Reporting Guidelines

The General Manager must ensure 6 monthly updates to Council on progress towards achieving the Delivery Program are provided.

**RISK IMPLICATIONS**

There are legislative risks if compliance with regulations and guidelines are not adhered to.

Reputational risk may stem from community dissatisfaction with the progress of the Delivery Program projects.

**STAKEHOLDER CONSULTATION**

Not applicable

**OPTIONS**

None

**CONCLUSION**

An update on progress toward the achievement of the objectives and outcomes in the Delivery Program is provided for Councils review, comment and adoption.

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

CSP 4.2 Strong effective and Responsive Council

**ATTACHMENTS**

- 1. Delivery Program 6 monthly update to 31 December 2024**

**8.6 INVESTMENTS AS AT 31 JANUARY 2025****TRIM Number: R25/17****Author: Finance Manager****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R25/17 be received and noted.

**PURPOSE**

The *Local Government (General) Regulation 2021 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 2025 is \$2,108,237.28. Investments held at 31 January 2025 totalling \$71,501,290 are set out in Attachment 1.

**Responsible Accounting Officer Certificate**

I certify that the investments have been reconciled with the Council's general ledger as at 31 January 2025, and that investments have been made in accordance with the *Local Government Act 1993, Local Government (General) Regulation 2021* and Council's Investment Policy.

Karen Pegler

Responsible Accounting Officer

**FINANCIAL UPDATE**

As at the end of January 2025, Council is compliant across all counterparty limits except for ING (A) by an amount \$200k, due to capital outflows and the investment portfolio's balance falling (by around \$1.5m). This will be rectified by redeeming the next deposit with ING on 4th March 2025. ING is currently just over its maximum limit of 20% by 0.28%. The matter of NAB being over compliance limits has now been rectified.

Over the past 12 months the portfolio, excluding on call cash, returned 4.93% p.a. outperforming the AusBond Bank Bill Index (bank bills) by 0.44% p.a.

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

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

**CONCLUSION**

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

**ATTACHMENTS**

1. **Investment Report January 2025**

**8.7 DEVELOPMENT DATA DECEMBER 2024 AND JANUARY 2025**

**TRIM Number: R25/21**

**Author: Manager Town Planning**

**RECOMMENDATION**

That:

1. The Director Environment and Planning Report No. R25/21 be received and noted.

**PURPOSE**

This report is to provide Council with information in relation to development activity occurring within the Lachlan Shire Council area during December 2024 and January 2025.

**SUPPORTING INFORMATION**

Council’s Development Data.

**BACKGROUND**

During the months of December 2024 and January 2025 there were seven (7) development applications determined, with a combined value of \$1,071,140.30. During the month of December 2024 there were five (5) applications lodged. During the month of January 2025 there were two (2) applications lodged.

The following tables itemise the determinations and the lodged development applications, together with a comparison to the previous year.

***Development applications determined in December 2024 and January 2025***

<b>Approval Number</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>	<b>Delegated Authority/Council</b>
DA2024/41	Two Lot Torrens Title Subdivision	5788 Dandaloo Road ALBERT	\$15,000.00	Delegated Authority
DA2024/44	Installation of Amenities Block and Shop with Carparking and Fencing	5-7 Wiradjuri Way CONDOBOLIN	\$200,200.00	Delegated Authority
DA2024/45	Construction of Dwelling	8 Orange Street CONDOBOLIN	\$600,000.00	Delegated Authority



DA2024/49	Demolition	84 Minalong Street TOTTENHAM	\$40,615.30	Delegated Authority
DA2024/37	Construction of Shed	18 Moulder Street CONDOBOLIN	\$48,000.00	Delegated Authority
DA2024/38	Addition of Granny Flat to Existing Dwelling	12 High Street CONDOBOLIN	\$120,000.00	Delegated Authority
DA2025/01	Installation of Swimming Pool	12 Randall Place CONDOBOLIN	\$47,325.00	Delegated Authority
<b>Total (determined)</b>	<b>7</b>	-	<b>\$1,071,140.30</b>	-

***Comparison to previous year: Development applications determined in December 2023***

Total number of development applications ***determined in December 2023:*** 4

Total development value of applications ***determined for December 2023:*** \$944,029.00

***Comparison to previous year: Development applications determined in January 2024***

Total number of development applications ***determined in January 2024:*** 2

Total development value of applications ***determined for January 2024:*** \$115,733.00

***Development applications lodged in December 2024***

<b>Development Identifier</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>
DA2024/37	Construction of Shed	18 Moulder Street CONDOBOLIN	\$48,000.00
DA2024/38	Addition of Granny Flat to Existing Dwelling	12 High Street CONDOBOLIN	\$120,000.00
DA2024/47	Demolition of Dwelling	158 Bathurst Street CONDOBOLIN	\$16,000.00

DA2024/49	Demolition of Dwelling	84 Minalong Street TOTTENHAM	\$40,615.30
DA2024/50	Carport	2 Fay Street CONDOBOLIN	\$4,737.00
<b>TOTAL</b>	<b>5</b>	<b>-</b>	<b>\$229,352.30</b>

***Comparison to previous year: Development applications lodged in December 2023***

Total number of development applications **lodged in December 2023:** 4

Total development value of applications **lodged in December 2023:** \$1,015,561.00

***Development applications lodged in January 2025***

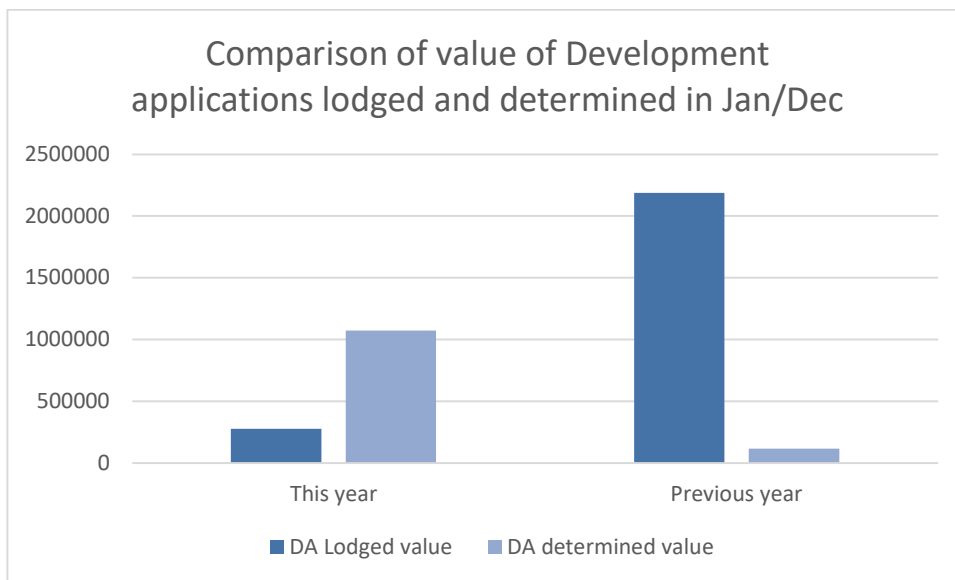
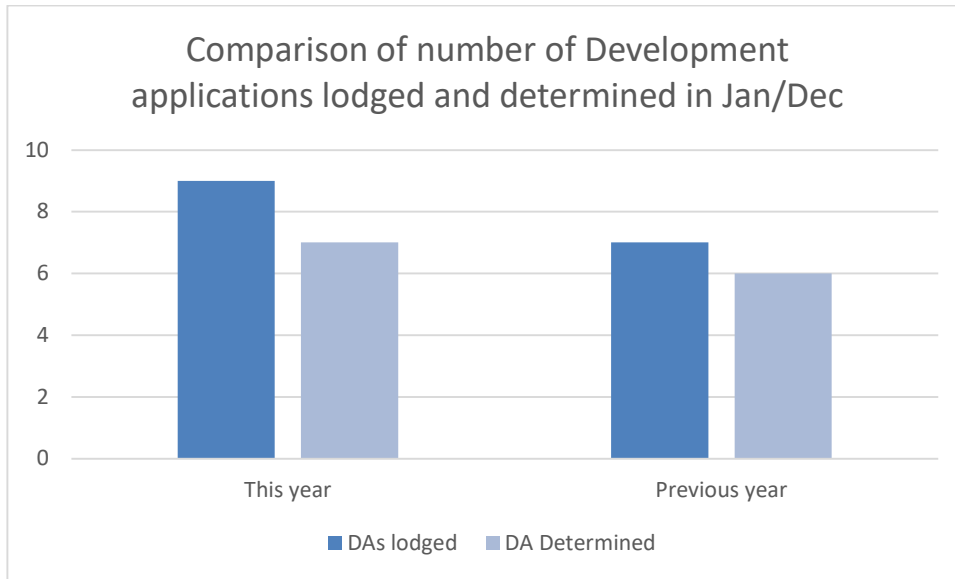
<b>Development Identifier</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>
DA2019/40.4	MODIFICATION: Change of Event Date	163 Ridglands Road CONDOBOLIN	\$0
DA2017/31.2	MODIFICATION: s4.55(1a) Staged release of subdivision	107 Officers Parade CONDOBOLIN 2877	\$0
DA2025/01	Installation of Swimming Pool	12 Randall Place CONDOBOLIN	\$47,325.00
DA2025/03	Four Lot Community Title Subdivision	53A – 53B Yelkin Street LAKE CARGELLIGO	\$0
<b>TOTAL</b>	<b>4</b>	<b>-</b>	<b>\$47,352.00</b>

***Comparison to previous year: Development applications lodged in January 2024***

Total number of development applications **lodged in January 2024:** 3

Total development value of applications **lodged in January 2024:** \$1,171,203.00

**Summary graphs of the comparisons:**



**ISSUES AND COMMENTS**

A total of fifteen (15) development applications have been determined this financial year at an average of 30 days, which is inside the legislative timeframe for approvals and below the average net days taken to determine a DA across all NSW Councils. Council’s average number of days reflect the data obtained via Council’s Development software which varies from the NSW Planning Portal Council league table as the Planning Portal does not accurately collect and calculate data.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The assessment and determination of development applications is a statutory requirement under the *Environmental Planning and Assessment Act 1979*. It is resourced through Council’s budget. Council collects development application fees in accordance with Schedule 4 of the *Environmental Planning and Assessment Regulation 2021*.

**LEGAL IMPLICATIONS**

All applications are assessed in accordance with relevant legislation including the *Environmental Planning and Assessment Act 1979*.

**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. Council has a robust and extensive Community Participation Plan in place with the latest version dating from April 2020.

**CONCLUSION**

Development application determination data reveals a total development value of \$1,406,983.70 for applications determined in the 2024/2025 financial year.

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

CSP No 4.2 - Strong Effective Responsive Council.

**ATTACHMENTS**

Nil

**8.8 FY24/25 UTILITIES MONTHLY UPDATE FOR DECEMBER AND JANUARY**

**TRIM Number: R25/25**

**Author: Manager - Utilities**

**RECOMMENDATION**

That:

1. The Director Infrastructure Services Report R25/25 be received and noted.

**PURPOSE**

To provide a summary of the existing and future works and projects associated with the provision of water and sewerage services across Lachlan Shire. Items listed are works undertaken for December and January, in progress for the month of February and forecast for the month of March.

**SUPPORTING INFORMATION**

Nil.

**BACKGROUND**

Lachlan Shire Council is responsible for a suite of capital and operational works associated with the provision of water and sewerage services. This report provides status updates on projects and programmes of significance and interest to Council and stakeholders.

**ISSUES AND COMMENTS**

**Condobolin**

Project	Progress
SSWP401 Condobolin Water Treatment Works – Concept Design Stage	<ul style="list-style-type: none"> <li>• Concept design is progressing and RFIs are continuing to be addressed.</li> </ul>
SSWP402 Condobolin Sewage Treatment Works – Concept Design Stage	<ul style="list-style-type: none"> <li>• Final draft concept design has been accepted by DCCEEW.</li> <li>• The report is now being finalised by NSW Public Works by incorporating all the comments.</li> <li>• In parallel, NSW Public Works is also assisting Council to prepare a proposal to apply for grant funding for the detailed design stage.</li> </ul>
RNSW 755 Condobolin Bore Fields II	<ul style="list-style-type: none"> <li>• The electrical design has been approved Essential Energy and this electrical works has been added to the existing tender RFT T2024/28 Condobolin Borefields II Scheme – Contract No. 2: Borehole Fit Out.</li> </ul>

DWS072 Condobolin Drought Water Security Project	<ul style="list-style-type: none"> <li>• RFT T2024/28 Condobolin Borefields II Scheme – Contract No. 2: Borehole Fit Out was released on TenderLink on 17 December 2024.</li> <li>• Addendum was released on 30 January 2025 to add the inclusion of power supply works to the scope of works and the closing date was extended to 11/03/2025.</li> <li>• Pre-tender meeting was held on 4 February 2025 and attended by 11 different potential tenderers.</li> </ul>
Lachlan St Sewer Pump Station – civil constructions upgrade	<ul style="list-style-type: none"> <li>• Options are currently being considered and assessed to seal the minor leak in the Pump Station well.</li> </ul>
Officers Parade Sewer Pump Station – civil constructions upgrade	<ul style="list-style-type: none"> <li>• Works have been completed.</li> <li>• Waiting for the finalisation of the as executed drawings.</li> </ul>

**Lake Cargelligo**

Project	Progress
Lake Cargelligo STP – Screen Extractor	<ul style="list-style-type: none"> <li>• Electrical works have been completed.</li> <li>• Scheduling the commissioning work.</li> </ul>
Lake Cargelligo STP – Sewer Lagoons	<ul style="list-style-type: none"> <li>• Desludging commenced in December and approximately 300m<sup>3</sup> of sludge was removed to drying area. However, it took longer than expected and had to be stopped because the sludge pump was not suitable for this application. Options will be re-assessed in the new year.</li> <li>• Upgrade works on pasveer channel at Lake Cargelligo STP are continuing. There are still a few minor improvements and repairs outstanding but to date the upgrade works have improved the operation immensely.</li> <li>• Both evaporation ponds are nearly dry.</li> <li>• Sewer rehabilitation and relining are continuing. Inflow to sewer system has reduced markedly</li> <li>• Sampling continues.</li> </ul>
Lake Cargelligo WTP – Chemical Storage Upgrade	<ul style="list-style-type: none"> <li>• Finalisation of the tender documentation continues.</li> </ul>
Lake Cargelligo WTP – GAC Filter Upgrade	<ul style="list-style-type: none"> <li>• A Cost estimate to bring the existing GAC Filter online is currently being prepared and is expected to be completed by the end of February.</li> </ul>

**Tottenham**

Project	Progress
RNSW 841 Tottenham Water Supply – New Albert Reservoir	<ul style="list-style-type: none"> <li>• Rectification of minor defects are currently underway.</li> </ul>
RNSW 841 Tottenham Water Supply – Leg O Mutton Dam Upgrade	<ul style="list-style-type: none"> <li>• Works as executed drawings received.</li> </ul>
RNSW 841 Tottenham Water Supply – Telemetry upgrade	<ul style="list-style-type: none"> <li>• Requests for Information are still being received and responded to.</li> <li>• It is expected to have the new telemetry system installation, cutover and commissioning completed during April 2025.</li> </ul>

**Shire Wide**

Project	Progress
RNSW 842 Sewage Effluent Reuse Management System (Lake Cargelligo, Condobolin & Tottenham)	<ul style="list-style-type: none"> <li>• Tender documents are currently being finalised.</li> </ul>
Integrated Water Cycle Management (IWCM) Strategy	<ul style="list-style-type: none"> <li>• The final IWCM Issues Paper and Options Evaluation Assessment are continuing to be finalised.</li> </ul>
Sewer Rehabilitation and Investigation	<ul style="list-style-type: none"> <li>• Sewer main relining in Lake Cargelligo is continuing.</li> </ul>

**FINANCIAL AND RESOURCE IMPLICATIONS**

Project	Budget	Funding Source	Spend to Date	Forecast Spend	Comments
SSWP401 Condobolin Water Treatment Works – Concept Design Stage	\$900K	SSWP	\$207k	\$790	Budget is on track
SSWP402 Condobolin Sewage Treatment Works – Concept Design Stage	\$675K	SSWP	\$392K	\$413K	Budget is on track
RNSW 755 Condobolin Bore Fields II	\$3.9M	Restart NSW	\$2.57M	\$3.9M	Power supply, bore works and chlorine system upgrade remain. Budget is on track, but final tenders still have to be called.
DWS072 Contract 5: Transfer Pump Station	\$2.57M	SSWP	\$2.49M	\$2.57M	Revised budget is on track
Lachlan St Sewer Pump Station – Construction	\$1.2M	Sewer Fund	\$1.08M	\$1.3M	Minor variations have increased costs. Overrun to be funded through reducing other sewer budgets.
Officers Parade Sewer Pump Station Upgrade – Construction	\$385K	Sewer Fund	\$246K	\$385K	Budget is on track
Lake Cargelligo STP – Screen Extractor	\$66K	Sewer Fund	\$52K	\$66K	Budget is on track.
Lake Cargelligo STP – Sewer Lagoons investigations	\$150K	Sewer Fund	\$26K	\$150K	Budget is on track
Lake Cargelligo WTP – Chemical Storage Upgrade	\$210K	Water Fund	\$110K	\$210K	Revised budget on track
Lake Cargelligo WTP – GAC Filter Upgrade	\$57K	Water Fund	\$12K	\$57K	Final investigations underway. Budget is on track
RNSW 841 Tottenham Water Supply	\$4.6M	Restart NSW	\$3.59M	\$4.6M	Budgets are on track
RNSW 842 Sewage Effluent Reuse Management System	\$2.56M	Restart NSW	\$588K	\$2.56M	Project scope under review



Project	Budget	Funding Source	Spend to Date	Forecast Spend	Comments
Integrated Water Cycle Management (IWCM) Strategy	\$324K	Safe & Secure	\$157K	\$330K	Budget is on track
Sewer Rehabilitation and Investigation	\$1.3M	Sewer Fund	\$169K	\$1.3M	Budget is on track

**LEGAL IMPLICATIONS**

In the Condobolin, Lake Cargelligo, Tottenham and Albert water supply schemes, sufficient high-quality drinking water, which meets the standards prescribed in the Australian Drinking Water Guidelines (ADWG), is being supplied to the community. The day to day operation of Council’s water supply system is governed by DCCEEW and the backwash discharge from the water treatment plant is administered by the EPA. Non-potable water continues to be supplied to Tullibigeal, Fifield and Burcher. Lachlan Shire Council is providing sewerage services to communities across the shire.

The day to day operation of the sewerage services is governed by DCCEEW and the effluent discharge from the sewerage treatment plant is administered by the EPA. There are significant risks should Council fail to achieve satisfactory outcomes in the following areas:

- Water quality
- Water quantity
- Effluent discharge quality
- Workplace Health & Safety
- Environmental Impacts

Council has systems in place to mitigate all risks in the form of trained personnel, documented work systems and routine audits and reports to various NSW Government Departments. Water and effluent quality are checked regularly to identify any deviation from the current guidelines and standards.

**RISK IMPLICATIONS**

Risk associated with the engagement of NSW Public Works to assist with project delivery is mitigated by the formation of a project steering committee with INSW, DCCEEW, NSW Public Works and Council staff representation.

Council senior staff regularly attend NSW Government agency meetings to keep updated on issues affecting water supply to the Lower Lachlan River System. This includes the River Operations Stakeholder Consultation Committee (Roscco), Lachlan Airspace Reference Panel, NSW Govt Critical Water Advisory Panel (CWAP) and Central West Joint Organisation Water Utilities Alliance (CWUA).

**STAKEHOLDER CONSULTATION**

DCCEEW, Infrastructure NSW, NSW Public Works, the EPA, NSW Public Health Unit representatives and relevant Council staff have been consulted in relation to capital works & operational projects and compliance issues.

Residents impacted by planned temporary disruption of services are provided reasonable notice where possible using a combination of letter box drops, public notices and media releases. Stakeholders for the Lake Cargelligo STP issues are being updated by fortnightly status updates and meetings are required.

**OPTIONS**

1. Council continue to implement the water and sewer capital, operational and maintenance programs as resources permit, i.e. as funds, staff and contractors are available.
2. Council amend the water and sewer capital, operational and maintenance program.

**CONCLUSION**

This report is provided to update Council on activities in the Utilities section in December and January, underway for February and planned for March.

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

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

CSP 7.2 Water Security for All Towns and Villages.

**ATTACHMENTS**

Nil

**8.9 FY24/25 URBAN WORKS MONTHLY UPDATE FOR JANUARY****TRIM Number: R25/28****Author: Manager Urban Works****RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R25/28 be received and noted.

**PURPOSE**

The purpose of this report is to provide an update of the capital improvements in the Urban Works section. The items listed are for works undertaken in December and January, in progress for the month of February and forecast for the month of March 2025.

**SUPPORTING INFORMATION**

Nil.

**BACKGROUND**

Council has adopted the 2024/2025 budget and associated Delivery and Operational Plans and Quarterly Budget Reviews. This report provides updates on the delivery of the Urban Works program, with some overlap with roads, utilities, tourism and buildings where required.

**ISSUES AND COMMENTS**

Project delivery has focused on grant funded projects with funding deadlines and capital works.

Overall, most of the Urban Works projects are progressing well with contractors and staff focusing on project priorities and delivery deadlines.

**Works Completed in December and January**

Scott Street Subdivision	Kerb and Gutter, pits and lintels were installed on Offices Parade with road construction preparation underway.
Whiley Street Footpath renewal	Procurement complete and contractors have been engaged to complete work in March.
Condobolin Rodeo and Pony Club Facility	Final fencing, border and spreading of sand was complete.
Condobolin Cemetery Carpark and footpath	Earthworks to the carpark commenced and are continuing.
Mount Tilga Walking Track	Condobolin Aboriginal Land Council have confirmed that they would like to be involved in the sign development and other minor aspects of the project. Council to undertake all works and procurement.
Lake Cargelligo Cricket Club toilet	No additional works commenced in January.
Lake Cargelligo Foreshore Restoration	Contractors have been engaged and are expected to commence works in February.
Lake Cargelligo Liberty Park Master Plan works	Earthworks and concreters have been engaged and are expected to commence in March, pricing have been received for the fountain and festoon lights.
Lake Cargelligo Foster Street Festoon Lights	Further assessment of the project has been complete and due to the amount of works required the project won't be able to go ahead at this stage. Removal of the old lights will be complete and new festoon lights installed in the Liberty Park Master plan project.
Lake Cargelligo Second Sporting Field option	Irrigation concept designs have been confirmed and requests for quotations have been requested for experienced contractors.
Tottenham Skate Park and Multi-use facility	Detailed designs are to commence now preferred concept design is agreed.
Tullibigeal Netball Court Refurbishment	Council staff are going to seal the recurring cracks with Sikaflex to minimise further damage to the courts.
Tullibigeal Tennis Court Refurbishment	Tullibigeal Tennis Club has confirmed their preferred court surface and contractors have been engaged, works are expected to commence in May.
Fifield Park Toilet Access Ramp	A meeting was held with Fifield Progress Committee and it was decided the project be changed to a refurbishment of the seating area in the park. Variation request has been submitted to the funding body.
Update of the Active Transport Plan	Meeting was held with consultant and works have commenced.
Regional Drought Resilience Plan	Projects to be confirmed by the PCG.

**Works Underway in February**

Scott Street Subdivision	Officers Parade Road construction commenced with sealing to following, all work to be complete in February.
Whiley Street footpath renewal	Preparations continue for work to commence in March.
Condobolin Rodeo and Pony Club Facility	Final inspection to be complete and the facility to be ready for use.
Condobolin Cemetery Carpark and footpath	Earthworks, kerb and gutting have been installed, with base course and seal programmed to be complete in March.
Mount Tilga Walking Track	Plan work and Procure material and labour. Research and artwork for educational signage.
Lake Cargelligo Cricket Club toilet	Awning to be erected when contractor is available.
Lake Cargelligo Foreshore Restoration	Contractors to have commenced onsite.
Lake Cargelligo Liberty Park Master Plan works	Work to commence in March.
Lake Cargelligo Second Sporting Field option	Quotations to be assessed and the preferred contractor to be engaged, program to be confirmed.
Tottenham Skate Park and Multi-use facility	Detailed design continuing. work to commence in April /-May
Tullibigeal Tennis court refurbishment	Contractors engaged and work to commence in May.
Fifield Park Toilet Access Ramp	Awaiting scope variation approval from funding body.
Update to the Active Transport Plan	Consultant has commenced work on mapping and draft documents; community consultation programmed for early March.
Regional Drought Resilience Plan	Implementation projects to be confirmed by the PCG, and grant application submitted to the department.

**Works Scheduled for March**

Scott Street Subdivision	All work to be complete, and stage 1 released.
Whiley Street Footpath renewal	Work to have commenced.
Condobolin Cemetery Carpark and footpath	Carpark work to be complete and footpath to have commenced.
Mount Tilga Walking Track	Plan work and procure materials and labour. Research and artwork for educational signage.
Lake Cargelligo Cricket Club toilet	Awning to be installed when contractors are available.
Lake Cargelligo Foreshore Restoration	Irrigation shed remediation work to have commenced and foot pathing work continuing.
Lake Cargelligo Liberty Park Master plan project	Earthworks and concreting to commence.
Lake Cargelligo Second Sporting Field option	Materials purchased and work to commence.
Tottenham Skate Park and Multi-use facility	Detailed design continuing. work to commence in April /-May
Tullibigeal Tennis court refurbishment	Work to commence in May.
Fifield Park Toilet Access Ramp	Work to commence pending variation approval.
Update to the Active Transport Plan	Community consultation is booked for early March.
Regional Drought Resilience Plan	Grant application to be submitted waiting approval.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Project	Budget	Funding Source	Expenditure to Date	Forecast Expenditure	Comments
Scott Street	\$4,233k	LRCI, land, stormwater, water, sewer reserves	\$4,187k	\$4,233k	Budget and time variations are being actively managed.
Condobolin Rodeo and Pony Club Facility	\$125k	LRCI 4	\$83k	\$125k	Budget on Track
Mount Tilga	\$150k	LRCI 4	\$0	\$150	No cost to date
Lake Cargelligo Cricket Club Toilet	\$65k	SCCF4	\$52k	\$65k	Budget on track
Lake Cargelligo Foreshore Refurbishment	\$250k	CAP24	\$0k	\$250k	No cost to date
Tottenham Skate Park	\$300k	LRCI 4	\$1k	\$270k	Budget on track
Tulli Tennis Court refurbishment	\$150k	LRCI 4	\$0k	\$150k	No cost to date

**LEGAL IMPLICATIONS**

Nil.

**RISK IMPLICATIONS**

Priority will be given to grant funded works. Meetings held with Finance staff to confirm project completions and project funding roll over for incomplete works.

Inflation continues to present concerns with budgets together with the supply of goods and materials.

**STAKEHOLDER CONSULTATION**

Staff are engaging with specific stakeholders on each project, in accordance with Council’s community consultation policy. Meetings have been held with the Lake Cargelligo Sporting Clubs, Tullibigeal Tennis Club, Tottenham Community, Tullibigeal Central School.

**OPTIONS**

1. Council continue to implement urban works capital improvements as programmed, as resources permit, i.e. as funds, staff and contractors are available.
2. Council amend the capital improvements program and budget.

**CONCLUSION**

This report updates Council on the capital improvements undertaken by the Urban Works team in December and January, underway in February and forecast for March.

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

4.2 Strong, Effective and Responsive Council.

4.4 Strategic Management of Villages and Crown Reserves.

6.1 Increase recreational use of the lakes and rivers.

6.3 New and visually appealing streetscapes.

6.4 Improved Parks, Gardens and Sporting Ovals.

6.5 Provision of neat, accessible and respectful cemeteries.

**ATTACHMENTS**

**Nil**



**8.10 THE WELCOME EXPERIENCE****TRIM Number: R25/33****Author: Communications and Community Engagement Coordinator****RECOMMENDATION**

That:

1. The General Manager's Report No. R25/33 be received and noted.

**PURPOSE**

To inform Council that Lachlan Shire is participating in The Welcome Experience; a NSW Government Initiative to support essential workers, and their families, to move to regional NSW.

**SUPPORTING INFORMATION**

Information about the Welcome Experience service can be found on the following website: <https://www.nsw.gov.au/regional-nsw/makethemove/welcome-experience>

**BACKGROUND**

The Welcome Experience is a free service designed to support essential workers who are relocating, or considering relocation, to take up a job in regional NSW. Local Connectors help with practicalities like finding housing, childcare and jobs for partners, as well as local introductions and information.

The service is available to government employees of the following NSW agencies: NSW Health, NSW Police Force, NSW Ambulance, Fire and Rescue NSW, Corrective Services NSW, NSW Department of Educations, NSW Rural Fire Service and Department of Communities and Justice. In addition, non-government workers employed in aged care, disability support, education, early childhood education, health and veterinary services are eligible for the service.

**ISSUES AND COMMENTS**

An invitation to participate in this initiative was sent to Council, along with seven other councils in the Central NSW Joint Organisation. The invitation was accepted by the General Manager.

**FINANCIAL AND RESOURCE IMPLICATIONS**

There is no financial implication for Council.

**LEGAL IMPLICATIONS**

No legal implications identified.

**RISK IMPLICATIONS**

No risks identified.

**STAKEHOLDER CONSULTATION**

Nil.

**OPTIONS**

Not applicable.

**CONCLUSION**

This service is resourced by the NSW Government and is designed to assist essential workers to relocate to regional areas such as Lachlan Shire.

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

2.6 Attract and retain residents to the Shire.

4.3 Enhanced communication with residents.

**ATTACHMENTS**

Nil

**8.11 TOURISM AND PROMOTIONS UPDATE - DECEMBER 2024 TO JANUARY 2025**

**TRIM Number: R25/18**

**Author: Tourism Manager**

**RECOMMENDATION**

That:

1. The General Manager’s Report R25/18 be received and noted.

**PURPOSE**

This report aims to update Council on the progress of tourism-related projects and initiatives for December 2024 and January 2025.

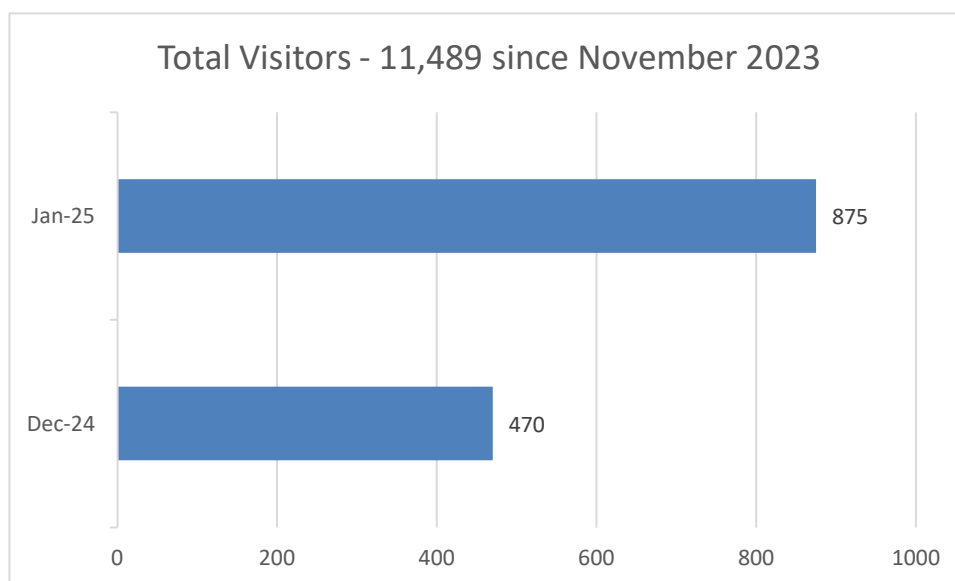
**SUPPORTING INFORMATION**

Nil.

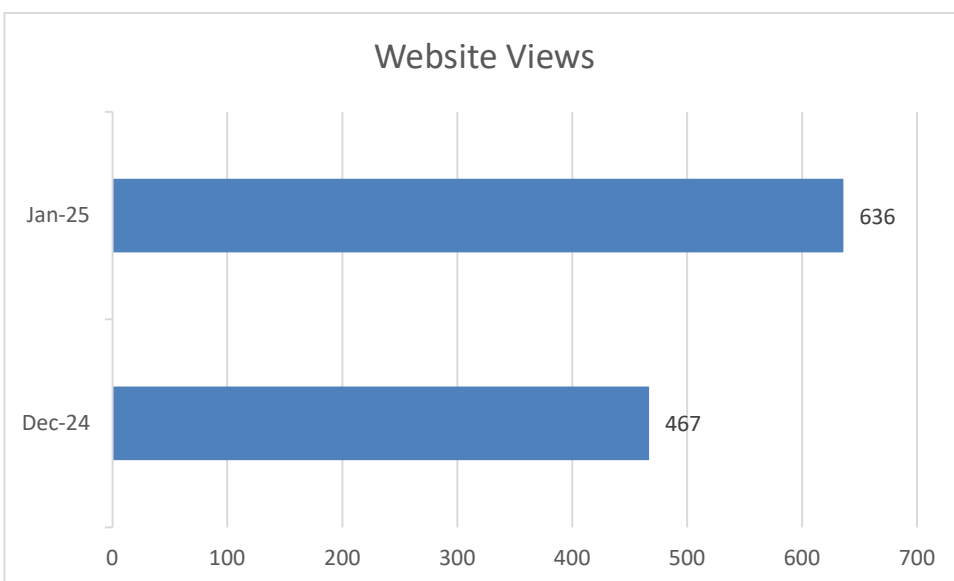
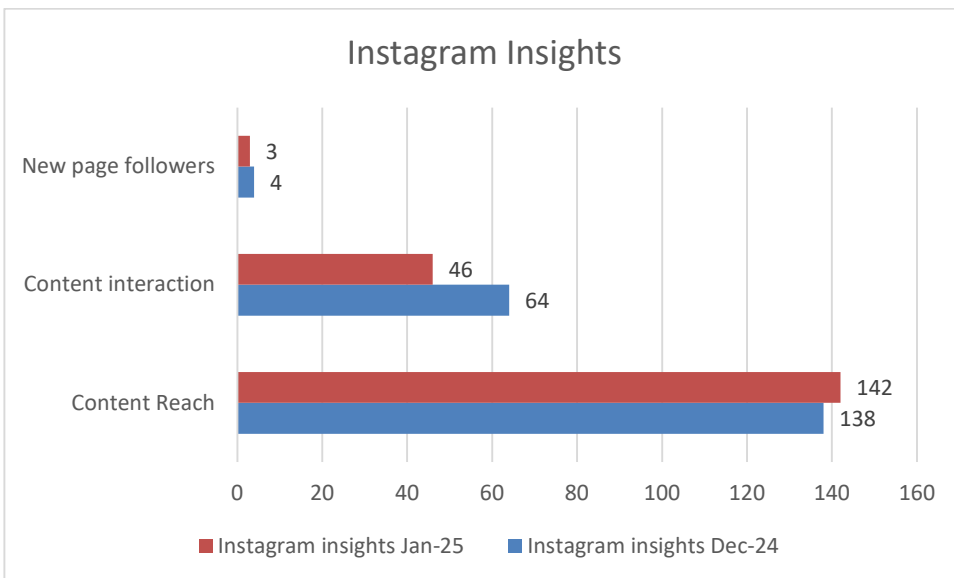
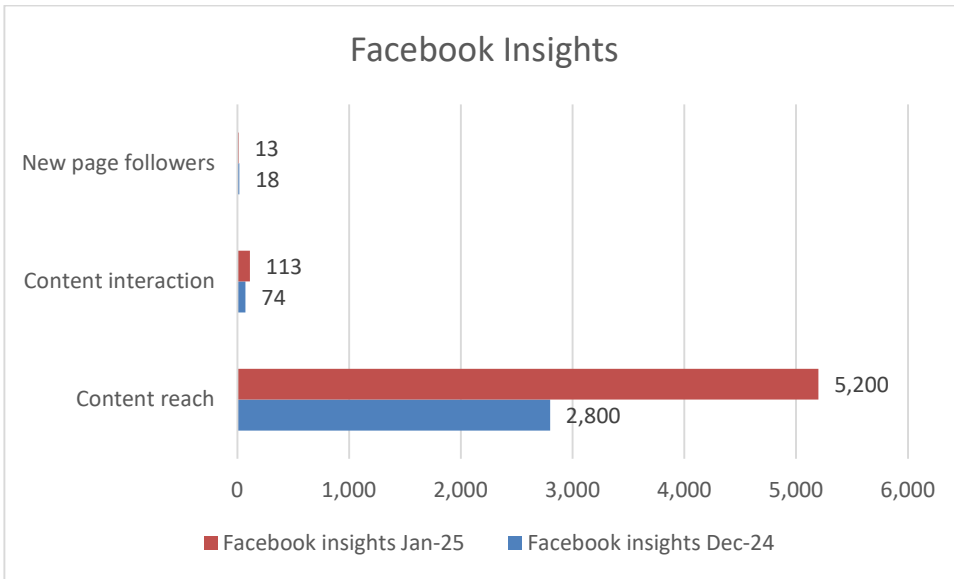
**BACKGROUND**

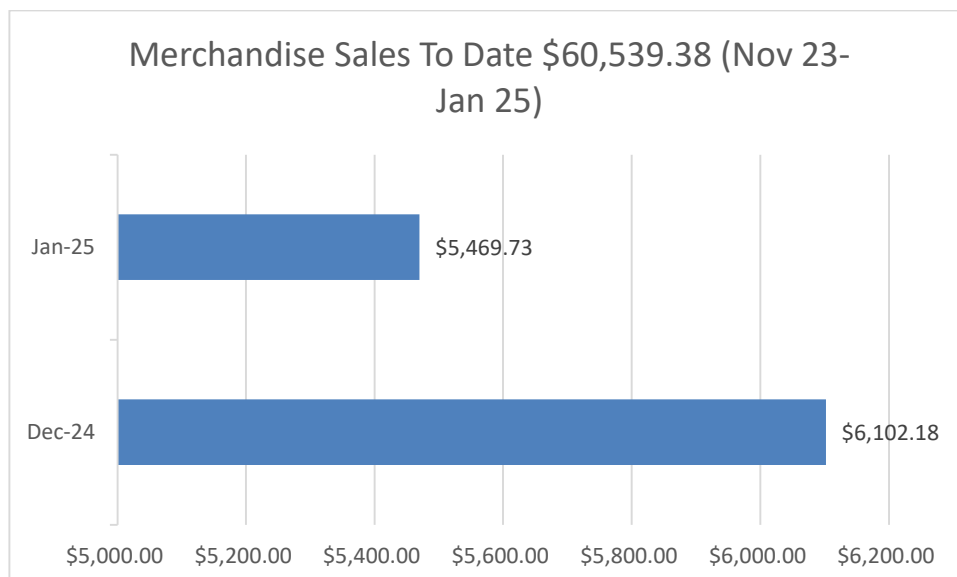
Council has adopted the 2024/2025 budget along with the associated Delivery and Operational Plans. This report presents updates on the progress and implementation of tourism projects and activities.

**ISSUES AND COMMENTS**



\*\* Please note: the above statistics only relate to people visiting the visitor information centre and do not include café patronage.







INITIATIVE	PROGRESS
<b>Shire-wide</b>	
<b>Arts Out West Plinth Show</b>	In December 2024 and January 2025, exhibitions featuring local artists were held at the Visitor Information Centres in Lake Cargelligo, Condobolin, and Tottenham.
<b>Arts Out West Annual General Meeting and Gathering</b>	On Sunday, 22 June 2025, Lachlan Shire will host the Arts Out West Annual General Meeting and Gathering. During their visit, the Board and delegates will tour the Lachlan Shire Tourism Precinct in Condobolin, the Wiradjuri Centre, and the Lachlan Arts Council Community Centre. Staff are collaborating with Arts Out West Chair Heather Blackley and Executive Officer Kylie Shead to finalise the event plans. A highlight will be the Lachlan Shire Artist Showcase exhibition coordinated by the Lachlan Arts Council.
<b>Destination Management Plan review</b>	Planning has commenced for the review of the Lachlan Shire Destination Management Plan. This Plan will align with state and regional visitor strategies, the Joint Organisation Marketing Plan and the Council’s Community Strategic Plan, Delivery and Operational Plans.
<b>Group Visit - weekend</b>	In November, a group of 90 to 100 riders from Orange will visit Albert, Condobolin, and Lake Cargelligo. Tourism staff have arranged activities and catering for the group during their visit.
<b>Condobolin</b>	
<b>Open Streets Grant Funding – Condo Comes Alive</b>	Following a successful Condo Comes Alive Street Festival on Friday 29 November 2024, the grant acquittal has been completed and submitted to Transport for NSW.  1.
<b>Utes in the Paddock trailhead sign</b>	Information for the accompanying storyline panel has been requested from artists, and the content is being finalised.

<b>Precinct Plaques</b>	Additional plaques will be installed with the trailhead sign.
<b>Utes in the Paddock touchscreen</b>	Touchscreen content is progressing. Awaiting Information from artists.
<b>Merchandise</b>	New additions to the merchandise range include: town-name tea towels (these can be sold through the three centres), 3D puzzles and Serenity Rocks.
<b>Black Dog Ride</b>	The 12 <sup>th</sup> Annual Condobolin 1 Dayer Black Dog Ride for Mental Health Awareness & Wellness will commence from the Lachlan Shire Visitor Information Centre on Sunday 16 March 2025.

**Lake Cargelligo**

<b>Visitor Information Centre update</b>	<p>The refurbishment of the Lake Cargelligo Visitor Information Centre is almost complete. The upgrade included ceiling repairs, new lighting, painting, new shelving and brochure racks, new furniture, additional signage, a Smart television installation, new planters and plants, seating, carpet cleaning, and an interior and exterior clean. The centre officially reopened to the public on 17 February 2025.</p> <ol style="list-style-type: none"> <li>2. The content for the promotional panels is currently being reviewed in collaboration with the centre volunteers.</li> <li>3. Content featuring the Council's tourism brand has been uploaded to the television, alongside existing videos. The new unit allows tourism staff to update the screen remotely.</li> <li>4. Merchandise is now on display, with new products set to be introduced in the coming months.</li> </ol> <p>Before and after images:</p> <div style="display: flex; justify-content: space-around;">   </div>
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**Fountain Visitor Information Centre Entry**

The fountain at the centre entrance has been restored and is now fully operational.

**Tottenham**

**Visitor Information Centre update**

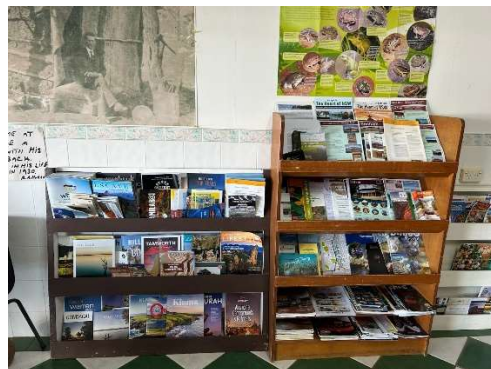
The upgrades to the Tottenham Visitor Information Centre are nearing completion. The improvements include the installation of a new air conditioner, a reconfigured layout, new shelving and brochure racks, new furniture, additional signage, planters and plants, and a Smart television. Volunteers and the Men’s Shed have assisted by painting the existing shelving units for the arts and crafts hub and carrying out interior and exterior cleaning.

Window graphic awaiting installation.

Content showcasing the Council’s tourism brand has been created for the television, and existing information has been reviewed. Staff will collaborate with volunteers to develop additional content. The new system enables staff to upload content updates remotely.

The centre volunteers are currently researching and developing content for the promotional panels.

Before images:



	
<p><b>Tottenham merchandise</b></p>	<p>Design on hold to ensure a brand is created for Tottenham.</p>
<p><b>Water Tower Mural signage</b></p>	<p>Signage has been manufactured and awaiting installation.</p>

**FINANCIAL AND RESOURCE IMPLICATIONS**

Project management and financial controls are in place to manage financial expenditure and resource allocation.

**LEGAL IMPLICATIONS**

Nil.

**RISK IMPLICATIONS**

Project management and financial controls have been established to manage budget and reputational risks.

**STAKEHOLDER CONSULTATION**

Consultation is undertaken with the Lake Cargelligo and Tottenham visitor information centre volunteers, government agencies, Destination NSW and Destination Central West, Condobolin Chamber of Commerce, Museum Committees and other key stakeholders regularly.

**OPTIONS**

Not applicable.

**CONCLUSION**

This report provides an update to Council on tourism-related initiatives and projects being undertaken by the tourism team.



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

- 1.1 Increase community participation in arts and cultural activities.
- 2.1 A vibrant tourism industry.
- 2.3 Encourage business activity.
- 2.5 Improve the appearance of each town.

**ATTACHMENTS**

Nil

**9      DECISION REPORTS**

**9.1 GENERAL MANAGER****9.1.1 COMMUNITY ENGAGEMENT STRATEGY 2024-2028****TRIM Number:** R25/22**Author:** Communications and Community Engagement Coordinator**RECOMMENDATION**

That:

1. The General Manager's report No. R25/22 be received and noted.
2. The revised Community Engagement Strategy be adopted as presented.
3. The previous Communications and External Stakeholder Engagement Strategy be rescinded.

**PURPOSE**

To inform Council of the outcome of the public exhibition of the Draft Community Engagement Strategy 2024-2028 and present the revised Community Engagement Strategy 2024-2028 for adoption.

**SUPPORTING INFORMATION**

Nil.

**BACKGROUND**

The Draft Community Engagement Strategy 2024-2028 (the Draft Strategy) was presented to Council at the ordinary meeting of 11 December 2024 for approval to place it on public exhibition for a period of at least 28 days. The Draft Strategy was placed on public exhibition from 7 January 2025 until 12 February 2025. During the consultation period one submission was received from a member the public.

**ISSUES AND COMMENTS**

Following is a summary of the feedback received on the Draft Strategy and action taken as a result.

The submission applicant raised the concern that very few community members respond to engagement activities. The applicant expressed the opinion that few people read newspapers, and many do not engage with Council's social media or website. The applicant suggested the use of "pop-up tents at sporting or social events" also "simple questionnaires in the mailboxes with a suggestions box at the Post Office or elsewhere".

While the feedback was valuable and raised valid concerns, no amendment has been made to the Draft Strategy as a result of this submission.

The Draft Strategy recognises the need for a variety of engagement methods to overcome barriers to engagement and already incorporates the suggested engagement methods provided by the applicant.

Internal review by Council's Community Engagement and Communication Coordinator during the consultation period has resulted in two amendments to the Draft Strategy as follows:

Page 5 – Quotation marks and citation added to the quote from section 402A of the *Local Government Act 1993* in the page header for clarity. The text colour was also changed to improve presentation and consistency within the document.

Page 11 – The acronym to describe gender and sexually diverse community members was updated in line with the current acronym in use by the Australian Government statutory agency, the Australian Institute of Family Studies.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Nil, costs will be contained within budget allocations for activities requiring consultation.

### **LEGAL IMPLICATIONS**

The Community Engagement Strategy has been developed to ensure compliance with section 402A of *The Local Government Act 1993*, 'Council must establish and implement a strategy for engagement with the local community (called its Community Engagement Strategy) when developing its plans, policies and programs, and for the purpose of determining its activities (other than routine administrative matters). Also, section 2.5 of the Office of Local Government's Integrated Planning and Reporting Guidelines for Local Government in NSW which recommends the 'Strategy must be reviewed within 3 months of the local government elections as part of the broader review of the Community Strategic Plan'.

### **RISK IMPLICATIONS**

None identified.

### **STAKEHOLDER CONSULTATION**

The Draft Strategy was placed on public exhibition from 7 January 2025 until 12 February 2025. The strategy was available on Council's website and in hard copy in Council's offices and local Post Offices. The exhibition period was advertised through a media release on 7 January 2025, newspaper advertisements, Facebook posts, in the featured content on Council's homepage (website) and on electronic noticeboards in Council's customer service centres.

### **OPTIONS**

1. That Council adopt the revised Community Engagement Strategy 2024-2028 as presented which includes the amendments detailed above.
2. That Council make further amendments to the strategy prior to adoption of the Community Engagement Strategy 2024-2028.

### **CONCLUSION**

The Draft Community Engagement Strategy was placed on public exhibition for a period of 35 days from 7 January until 12 February 2025. During this time one submission was received from the community. Minor amendments were made to the document and the Community Engagement Strategy 2024-2028 is now presented to Council for adoption.

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

4.2 Strong effective and responsive Council.

4.3 Enhanced communication with residents.

**ATTACHMENTS**

**1. Community Engagement Strategy 2024-2028**

**9.1.2 REVIEW OF ORGANISATION STRUCTURE 2025****TRIM Number: R25/30****Author: General Manager****RECOMMENDATION**

That:

1. The General Manager's Report No. R25/ be received and noted.
2. Council confirm that the existing 3 Director executive staff structure comprising the positions of Director Infrastructure Services, Director Corporate and Community Services and Director Environment and Planning be retained.
3. Council note the roles and reporting lines of the executive staff positions as presented in the Organisation Structure diagrams attached to this report.

**PURPOSE**

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

**SUPPORTING INFORMATION**

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

**BACKGROUND**

Council is required to review and may re-determine the organisation structure of the Council within 12 months of any ordinary election of the Council.

Under the Act it is mandatory for the position of General Manager to be classified as senior staff.

Council must, after consulting the General Manager, determine the resources to be allocated towards employment of staff. The General Manager must, after consulting the Council, determine the positions within the organisation structure of the Council. The positions within the organisation structure of the Council are to be determined so as to give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council.

**ISSUES AND COMMENTS**

The NSW Local Government Act contains provisions regarding Council's obligations to review the organisation structure following an ordinary election; clause 332 of the Act states;

**“332 Determination of structure**

(1) A council must, after consulting the general manager, determine the resources to be allocated towards the employment of staff.

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

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

(2), (3) (Repealed)”

Clause 333 of the Act states;

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

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

Council’s consideration of this report will satisfy points (1) and (1A) of section 332 while the adoption of Council’s FY25/26 budget will meet the requirement of point (1B).

A copy of the current Organisation Structure is provided in the attachments for Council’s information and review. The current organisation structure has been developed having regard to points (1A) and (1B) of section 332 of the Act.

Council should consider if the three directorate structure remains appropriate or if some other structural arrangement might better achieve Council’s objectives.

**FINANCIAL AND RESOURCE IMPLICATIONS**

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

**LEGAL IMPLICATIONS**

Consideration of this report will satisfy the statutory requirements of the Local Government Act 1993.

**RISK IMPLICATIONS**

No risks have been identified regarding this matter.

**STAKEHOLDER CONSULTATION**

Nil.

**OPTIONS**

Nil, Council is required to review and may re-determine the organisation structure under clause 333 of the Local Government Act 1993.

**CONCLUSION**

Council must review and may re-determine the Organisation Structure within 12 months of an ordinary election of Council. The positions of General Manager must be classified as a Senior Staff position.

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

CSP No. 4.2 – Strong, effective and responsive Council.

**ATTACHMENTS**

1. Extract clause 332 - NSW LG Act 1993
2. Extract clause 333 NSW LG Act 1993
3. LSC Org Structure diagrams - February 2025



**9.1.3 CLASSIFICATION OF LAND FOR PROPERTY PURCHASED AT 106 ORANGE STREET, CONDOBOLIN****TRIM Number: R24/379****Author: Director - Corporate and Community Services****RECOMMENDATION**

That:

1. The General Manager's Report No. R24/379 be received and noted.
2. The property, comprising a house and land, purchased at 106 Orange Street Condobolin, be classified as operational land in Council's Land and Building Asset Register as it will be used for operational purposes.

**PURPOSE**

To request Council to classify the house and land recently purchase by Council at 106 Orange Street, Condobolin as operational or community land as required under the *Local Government Act 1993 NSW*.

**SUPPORTING INFORMATION**

Nil.

**BACKGROUND**

At the 16 October 2024 ordinary meeting, Council passed the following resolution:

***"RESOLUTION 2024/1****Moved: Cr Dennis Brady**Seconded: Cr Robyn Turner**That:*

1. *The General Manager be authorised to enter negotiations for the purchase of 106 Orange street, Condobolin.*
2. *The purchase be funded from the Capital Improvement Reserve.*
3. *The General Manager engage Council's legal representative to complete the purchase.*
4. *The Mayor & General Manager be authorised to sign the contracts for purchase.*
5. *Council not retain two (2) lots from the Scott street Stage 1 land release as proposed in Council resolution 2024/57 point 7."*

**ISSUES AND COMMENTS**

The property was subsequently purchased by council for use as employee accommodation. Settlement occurred on 29 November 2024, and the property is now leased to a Council employee.

The classification of the property as operational land is required with 3 months of the land being acquired otherwise it automatically reverts to a community land classification. An operational land classification is required if Council wishes to deal with the land in the future.

A decision on the classification of the property at this meeting will be completed within legislative requirements.

**FINANCIAL AND RESOURCE IMPLICATIONS**

No further implications with regards to the purchase, other than that identified in the October 2024 council resolution.

Council is responsible for the cost of depreciation, maintenance, insurance, rates etc for the property. It is lease at market rates less the subsidy approved under Council's Staff Attraction and Retention Policy. An estimated budget allowance has been made for these costs, which will be refined before the 2025.26FY budget is completed.

**LEGAL IMPLICATIONS**

*Local Government Act 1993 NSW*

Clause 31 Classification of land acquired after 1 July 1993

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

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

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

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

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

(2B) While the land remains unclassified—

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

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

**RISK IMPLICATIONS**

Should Council not classify the purchase within 3 months (13 weeks) of its acquisition, then it becomes community land.

**STAKEHOLDER CONSULTATION**

Nil.

**OPTIONS**

Not applicable

**CONCLUSION**

Council is asked to classify the property purchased by Council at 106 Orange Street Condobolin, as operational land.

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

CSP 4.2 Strong effective and Responsive Council.

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

**ATTACHMENTS**

**Nil**

## 9.2 CORPORATE AND COMMUNITY SERVICES

### 9.2.1 DRAFT PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES TO COUNCILLORS POLICY

**TRIM Number:** R24/328

**Author:** Governance and Risk Officer

#### RECOMMENDATION

That:

1. The Director Corporate & Community Services Report R24/328 be received and noted.
2. The Draft Payment of Expenses and the Provision of Facilities to Councillors Policy be placed on public exhibition for 28 days and adopted subject to no significant submissions being received.

#### PURPOSE

The purpose of this report is to provide an updated Draft Payment of Expenses and the Provision of Facilities to Councillors Policy for public exhibition and adoption.

#### SUPPORTING INFORMATION

See attachment.

#### BACKGROUND

The Office of Local Government (OLG) issued Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW. Under section 23A of the *Local Government Act 1993 NSW* council must take into consideration relevant Guidelines.

Section 252 of the *Local Government Act 1993 NSW* requires councils to review policy on payment of expenses and the provision of facilities to the mayor and councillors within 12 months of an election.

#### ISSUES AND COMMENTS

The Draft Payment of Expenses and the Provision of Facilities to Councillors Policy has been prepared in accordance with legislative requirements and the OLG guidelines, and incorporates all key aspects of Council's existing policy including:

- *Local Government (General) Regulation 2021 section 403 (2)* requires provision for the payment of reasonable expenses associated with carer responsibilities
- Superannuation payments to Councillors are maintained. Councils have been permitted to pay superannuation to Councillors from 2022 and this was supported by Council resolution in April 2022.

The payment of expenses and provision of facilities under the policy must not be open-ended. Monetary limits for all expenses and limits to the standard of provision for all facilities must be clearly stated and, where appropriate, justified within Council policies.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

This draft policy maintains overall current support to Councillors. Council has made a budget provision to cover these expenses.

### **LEGAL IMPLICATIONS**

- Office of Local Government Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW.

1.

- Section 403 (1) of the *Local Government (General) Regulation 2021*, does not permit:
  - (a) to pay any councillor an allowance in the nature of a general expense allowance, or
  - (b) to make a motor vehicle owned or leased by the council available for the exclusive or primary use or disposition of a particular councillor other than a mayor.
- *Local Government Act 1993 NSW : Section 252 Payment of expenses and provision of facilities*
  - (1) Within the first 12 months of each term of a council, the council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.
  - (2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.
  - (3) A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.
  - (4) A council may from time to time amend a policy under this section.
  - (5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

### **RISK IMPLICATIONS**

Compliance with the Local Government Act 1993 NSW, associated Regulations, and Office of Local Government Guidelines.

### **STAKEHOLDER CONSULTATION**

The draft policy was provided to ELT and OMT in January 2025 for review.

The draft policy is proposed for public exhibition for 28 days.

### **OPTIONS**

The Draft Councillor Expenses and Facilities Policy be placed on public exhibition for 28 days and adopted subject to no significant submissions being received,

or

To provide suggested amendments to the updated draft policy and place on public exhibition for 28 days and adopt subject to no significant submissions being received.

### **CONCLUSION**

It is recommended that the Draft Payment of Expenses and the Provision of Facilities to Councillors Policy be placed on public exhibition for 28 days and adopted subject to no significant submissions being received.

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

CSP 4.2. Strong, effective and responsive council

4.2.5 Council's exposure to risk is minimised.

### **ATTACHMENTS**

- 1. Draft 2025 Payment of Expenses and Provision of Facilities to Councillors Policy for public exhibition**

**9.2.2 DRAFT AMENDMENTS TO ADOPTED FEES AND CHARGES 2024.2025 V3 FOR PUBLIC EXHIBITION****TRIM Number: R25/11****Author: Administration Officer - Corporate & Community Services****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report R25/11 be received and noted.
2. The draft Fees and Charges be placed on public exhibition for a period of 28 days from 27 February 2025.
3. Following the completion of the public exhibition period the Director of Corporate and Community Services present a further report, summarising any submissions received during the public exhibition period, for the consideration of Council prior to final adoption of the amended Fees and Charges.

**PURPOSE**

The purpose of this report is two-fold:

- To provide Council with the draft amended Fees and Charges.
- To seek Council's approval to place the documents on public exhibition for 28 days.

**SUPPORTING INFORMATION**

As attached.

**BACKGROUND**

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

At a previous Council meeting, it was resolved to place the following fees on public exhibition.

After that meeting, we became aware that other fee amendments would be needed so the public exhibition was put on hold. The items below will also be included in this public exhibition.

- Scanning of documents 50c per page.
- Information Access.
- Historical Building and Development Application File Search and Supply.
- For access to pre 2010 building and development application files \$110.

*Under the Government Information (Public Access) Act 2009 (NSW) (GIPA Act)*

- Update heading wording to remove "Informal applications are no charge".

- Update line wording for clarification: GIPA Act Formal Application Fee - \$30.
- GIPA Act Informal Application Fee – no charge.
- For information available under mandatory/proactive release – no charge.

For information not available under mandatory/proactive release: (minimum charge) \$30

*For applications for personal information under the PPIPA.*

PPIPA Privacy Application Fee	\$30
Processing Fee (per hour)	\$30

**ISSUES AND COMMENTS**

Council’s fees and charges must comply with the Local Government Act. Sections 610F & 705 of the Local Government Act states that; “Council must not determine the amount of a fee until it has given public notice of the proposed fees for at least 28 days, and has considered any written submissions received.”

The document has been reviewed and updated for formatting as required.

The proposed charges:

1. The Manager of Projects & Building has clarified the wording for item 206 to read “Use of showers/amenities non-Park Guests”. The previous wording was Use of Showers/amenities - Truck Drivers/Travellers. This change is needed to distinguish between guest and non-guests at the park.
  - Item 206 – “Use of showers/amenities – non-Park Guests” - \$8.50/person incl GST. There has been no change to the amount of the fee charged.
2. Manager Community Services has recommended 2 new fees for the Condobolin Library Meeting Room. Room hire will remain free for community groups and genuine not for profit organisations.

The Manager noted more people are wanting to book the meeting room for office/work meetings, tutoring students and staff training sessions etc. As they have been for business purposes a fee should be charged to use the room. The meeting room seats up to 20 people, offers tea and coffee making facilities, heating and cooling and a smart board with Wi-Fi connection.

The fee is proposed for business use only as per below:

Item 272 - Room Hire Condobolin Library - \$44 up to 4hours

Item 273 – Room Hire Condobolin Library - \$77 up to 8hours

This will cover operational costs (power, supplies, cleaning), and is in keeping with similar charges imposed by other councils. Other council libraries, including Parkes, Macquarie Library Services, Tamworth and Griffith offer similar facilities with fees ranging from \$15 per hour up to \$70 for two hours for room hire as per below:



Council	Small Meeting Room	Medium Room	Period
Parkes	\$16	\$35	Per Hour
Dubbo	\$35	\$70	Up to 2 hours
Tamworth	\$15		Per Hour
Griffith	\$30		Per half day

3. The Manager Utilities has requested to remove the following fees:

Pressure Sewer Supply and Installation Contribution (excluding Roger Street Backlog Works) as this work is not required and has never been implemented.

- Supply of Standard Pressure Sewerage Unit
- Installation – Connection to boundary kit
- Supply of Non-standard unit
- Installation of Non-standard unit
- Design, Supply and installation of Pressure Sewerage system including street pipelines, reticulation system, boundary kits and connection to existing sewerage network.

The current Microsoft Excel based Fees and Charges document is being converted to Local Government Solutions Fees and Charges software. The process is well advanced and close to going live. As part of this process, Genesis Accounting were engaged to review GST compliance with our fee charges. Minimal changes were identified and have now been rectified within council’s systems.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The adoption of these amended fees will assist council to cover its costs, clarify charges and remove obsolete fees.

**LEGAL IMPLICATIONS**

The *Local Government Act 1993 NSW* requires:

Section 610F Public notice of fees

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

**RISK IMPLICATIONS**

Councillors are subject to political risk when making decisions to increase fees and charges.

**STAKEHOLDER CONSULTATION**

Relevant council staff.

**OPTIONS**

N/A

**CONCLUSION**

The draft documents will go on public exhibition for 28 days. As it is a publicly available document, Councillors may receive questions from the community. Any proposed changes, received in writing, during the public exhibition period will be provided to Council for consideration and where necessary incorporated into the draft documents. These final documents will be presented to a future Council meeting.

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

Outcome 4.2 Strong Effective & Responsive Council

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

**ATTACHMENTS**

- 1. Updated Fees and Charges 2024.2025**

**9.2.3 INVESTMENT POLICY ANNUAL REVIEW****TRIM Number: R25/12****Author: Administration Officer - Corporate & Community Services****RECOMMENDATION**

That:

1. This Director Corporate & Community Services' Report No R25/12 be received and noted.
2. The reviewed Investment Policy be adopted as presented.

**PURPOSE**

To present a copy of the reviewed Lachlan Shire Council (LSC) Investment Policy to Council for adoption.

**SUPPORTING INFORMATION**

Not applicable.

**BACKGROUND**

The Lachlan Shire Council Investment Policy has been developed to establish investment management guidelines for surplus funds that are not immediately required for any other purpose.

As per the Office of Local Government (OLG) Investment Policy Guidelines (issued May 2010), a review of Council's Investment Policy is required annually.

**ISSUES AND COMMENTS**

The Investment Policy provides a framework for the investing of surplus Council funds at the most favourable rate of interest available, whilst having due consideration of the risk and security of investments. The preservation of capital remains the principal objective of the investment portfolio ensuring Council's liquidity requirements can be met.

In particular, this policy aims to clearly state the types of investments that can be entered into, in compliance with section 625 of the *Local Government Act NSW 1993* and all other legislation. The policy also defines the types of institutions with which Council can invest and, the maximum proportion of funds that may be placed with individual organisations (based on credit rating).

No changes have been made in this review aside from minor formatting and staff position title updates. The Policy was reviewed and found to be compliant with all applicable legislation and guidelines.

In compliance with the Investment Policy, the current Investment Advisor, Arlo Advisory was appointed by a resolution of Council in June 2018, after an Expression of Interest process. As required by the Investment Policy, Arlo Advisory have provided a Statement of Independence which is attached.

## FINANCIAL AND RESOURCE IMPLICATIONS

Adopting this reviewed Investment Policy ensures Council's investments are prudent, permitted by the most current Ministerial Investment Order, and protects Council financially by maintaining liquidity while earning interest.

## LEGAL IMPLICATIONS

Council is required to comply with all relevant legislation, including but not limited to section 625 of the *Local Government Act NSW 1993*.

Section 625 How may councils invest?

1. A council may invest money that is not, for the time being, required by the council for any other purpose.
2. Money may be invested only in a form of investment notified by order of the Minister published in the Gazette.
3. An order of the Minister notifying a form of investment for the purposes of this section must not be made without the approval of the Treasurer.

The Investment Policy has been reviewed in line with current legislation, ministerial orders and OLG Guidelines including:

- NSW Office of Local Government Investment Policy Guidelines 2010
- Office of Local Government Circulars
- Ministerial Order

In accordance with any current Ministerial Investment Order, this investment policy prohibits any investment carried out for speculative purposes, including but not limited to:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Standalone securities issued that have underlying futures, options, forward contracts and swap of any kind.

## RISK IMPLICATIONS

Council's investments are subject to a variety of risk including credit, interest rate, inflation, liquidity, and cyber-crime. Council uses Credit Ratings (such as Standard and Poors) to manage risk. Credit ratings are essentially opinions about exposure to risk. They can express a forward-looking opinion about the capacity and willingness of an entity to meet its financial commitments as they become due, and, the credit quality and the relative likelihood that the issuer may default.

Lachlan Shire Council's Investment Policy endeavours to minimise risk to Council by preserving capital as its principal objective. This means returns could be lower than otherwise permitted under the OLG guidelines, Ministerial Order and the Trustee Act.

## STAKEHOLDER CONSULTATION

Council's management and External Financial Advisor reviewed the Policy. No changes were proposed or recommended.

**CONCLUSION**

The reviewed Lachlan Shire Council Investment Policy is submitted for adoption by Council.

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

4.2 Strong, effective and responsive Council.

4.2.1 Council is financially sustainable and provides services at a level expected by the community  
– Annual review of Investment Policy.

4.2.2 Council's decision making is equitable and ethical.

– Schedule policy reviews throughout Council term or within legislative requirements.

4.2.5 Council's exposure to risk is minimised.

**ATTACHMENTS**

1. **Investment Policy v11 draft**
2. **Arlo Advisory - Statement of Independence 2025**

**9.2.4 COMMUNITY DONATION AND EVENT SUPPORT PROGRAM****TRIM Number: R25/13****Author: Administration Officer - Corporate & Community Services****RECOMMENDATION**

That:

1. The Director of Corporate and Community Services Report R25/13 be received and noted.
2. Council provide the Tullibigeal Picnic Race Club Inc., event with In-Kind support estimated to be worth \$2,206.00. The in-kind support is to be funded from the Special Events budget and is conditional on the event proceeding.
3. Council provide a financial donation of \$200 to Lake Cargelligo Junior Rugby League to support their fishing competition. This sponsorship is to be funded from the Annual Budget for General Donations - Elected Members, and is conditional on the event proceeding.

**PURPOSE**

Council is asked to consider requests for monetary and in-kind support for community events to be held in the 2024/2025 financial year. For the purpose of this policy 'Donation' also means financial contribution, event in kind support, and Fee and Charge concessions, unless specified otherwise.

**SUPPORTING INFORMATION**

A copy of the requests are attached.

**BACKGROUND**

Council adopted its Community Event and Donations Policy v2 in May 2024. As requests are submitted, they will be assessed against this policy. Where possible, approval under delegated authority will be utilised. Where delegated authority or another Council Policy does not apply, a request will be submitted to a Council meeting for determination.

As community groups' transition to funding rounds, there will be a further period where requests will continue to be submitted to Council for a decision.

**ISSUES AND COMMENTS****TULLIBIGEAL PICNIC RACES**

The Tullibigeal Picnic Race Club Inc., has requested a donation of in-kind support estimated to be valued at \$2,206.00 for the annual Tullibigeal picnic races to be held on the 29 March 2025.

Council have previously supported the Tullibigeal Picnic Races. In the 2022 year \$1,084 in kind support, in the 2023 year with \$1,145 in kind support, and a \$500 donation towards equipment hire. In the 2024-year, council provided \$1,981 in kind support.

For the 2025 event in-kind support has been requested for the following items:

- Supply of 30 bins – 2 men 4 hours
- Supply of 16 hours labour on weekend to install traffic control
- Plant – Travel – 160km
- Supply TCP and traffic control items
- Unforeseen works

The in-kind support is recommended to be funded from the Special Events budget and is conditional on the event proceeding.

### **LAKE CARGELLIGO JUNIOR RUGBY LEAGUE**

This group will hold an upcoming Fishing competition on, 15<sup>th</sup> March 2025 to raise funds for the club. The club did not request a particular donation amount. The application received was incomplete and subsequent attempts to contact the Lake Cargelligo JRL via phone and email have been unsuccessful. Council's records do not indicate any prior requests for financial assistance from this organisation.

It is recommended that a sponsorship of \$200 be made from the Annual Budget for General Donations - Elected Members and is conditional on the event proceeding.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

#### Community Events Program

This Budget totals \$37,470. Refer to General Ledger number 3820.0460.0622.

*The remaining budget available for utilisation is \$25,127.*

#### **Included in the Budget as a separate line item and will not come to Council for decision**

The abovementioned budget includes \$2,400 for Welcome to Community events (\$600 each for Tullibigeal, Tottenham, Lake Cargelligo and Condobolin). Refer to Council Resolution 2023/50 March 2023. The \$600 for events will only be paid upon written application to Council.

#### Elected Members general donations

This Budget totals \$28,000. Refer to General Ledger number 3020.0405.0622.

*The remaining budget available for utilisation is \$23,050.*

#### **Included in the Budget as a separate line item and will not come to Council for decision**

The abovementioned budget includes \$100 per school for end of year School events. Refer to Council Resolution 2022/312 November 2022. The \$100 for events will only be paid upon written application to Council.

#### In kind contributions

This Budget totals \$121,237. Refer to General Ledger number 3230.0509.

*The remaining budget available for utilisation is \$35,680.*

#### **Quarterly report to Council - Community Donations & Event Support approved under delegation**

As requested, a quarterly report will be provided to Council showing all approvals made under delegated authority.

Jointly the Mayor and General Manager must approve or decline any applications made under delegated authority. Delegated authority approvals only apply to the following:

- (a) In kind Support \$1,000 or less;
- (b) Fee or Charge Concession \$500 or less;
- (c) Financial donation of \$500 or less

The next report will be provided to the March 2025 Council meeting.

### **LEGAL IMPLICATIONS**

Council can provide financial assistance through an annual donation program in accordance with section 356 of the *Local Government Act 1993*. A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

Donation requests made by organisations or individuals who act for personal gain will be subject to Section 356 (2) of the *Local Government Act 1993*.

“A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days’ public notice of the council’s proposal to pass the necessary resolution has been given.”

Fee concessions are permissible in accordance with section 610E and 610F of the *Local Government Act 1993*.

### **RISK IMPLICATIONS**

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

### **STAKEHOLDER CONSULTATION**

Council at the February 2025 Pre Briefing

### **OPTIONS**

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

### **CONCLUSION**

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

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

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



**ATTACHMENTS**

- 1. Tullibigeal Picnic Races - In kind Application form**
- 2. Tulli Picnic Races Mayfield Hotel In Kind Support Estimate**
- 3. Lake Cargelligo Junior Rugby League sponsorship request**
- 4. Donations paid under delegation July 2024 to January 2025**
- 5. Donations report**

**9.2.5 DRAFT PROJECT MANAGEMENT POLICY****TRIM Number: R25/16****Author: Governance and Risk Officer****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R25/16 be received and noted.
2. The Draft Project Management Policy be placed on public exhibition for 28 days and adopted subject to no significant issues being raised.

**PURPOSE**

This report provides a Draft Project Management Policy for Council consideration, public exhibition and adoption.

**SUPPORTING INFORMATION**

As attached.

**BACKGROUND**

Council does not currently have a Project Management Policy and this report addresses this requirement. A consistent approach facilitates effective delivery of project outcomes.

**ISSUES AND COMMENTS**

The draft policy establishes a corporate approach to initiating, planning, delivery and closing of Council projects. The objectives of this policy are to ensure that:

- Projects are effectively managed within the limitations of Scope, Quality, Environment, Resources (Time and Budget) and Risk, and in accordance with legislative requirements;
- Appropriate governance and control is established;
- Communication, quality, environmental and risk management plans are developed and executed throughout a project's life, as appropriate;
- Appropriate authorisation and acceptance is established throughout the life of a project;
- Stakeholder communication is inclusive;
- Post implementation reviews are conducted and actively used to improve the conduct of project delivery.

In order to achieve these objectives, the Project Management Policy must be included in the initiation, planning, delivery, completion and handover of all Council projects.

As part of the adopted 4 year Strategic Internal Audit Work Plan an internal audit of Council's project management systems and process will soon be undertaken to identify opportunities for improvement. This policy will be reviewed as part of the Internal Audit process.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Effective project management facilitates efficient financial and resource management in achieving project outcomes.

**LEGAL IMPLICATIONS**

The draft policy has been prepared in accordance with ISO 21500, an international standard that provides guidelines for project management. The standard was developed to help organizations plan, implement and complete projects effectively and efficiently.

In addition, the draft policy references *A Guide to the Project Management Body of Knowledge (PMBOK) 2021*, and the *IPWEA Project Management Toolkit – Tools and Techniques for Managing Local Government Projects*. The toolkit provides numerous templates as may be required to assist throughout the four phases of a project.

**RISK IMPLICATIONS**

Effective project management protects Council resources and reputation.

**STAKEHOLDER CONSULTATION**

This draft policy was provided to OMT and ELT for review and incorporates consideration of comments received.

The recommendation to this report proposes public exhibition for 28 days.

**OPTIONS**

1. Council resolves to place the Project Management Policy on public exhibition.
2. Council recommends amendments and resolves to place the Project Management Policy on public exhibition.

**CONCLUSION**

That the Draft Project Management Policy be placed on public exhibition for 28 days and adopted subject to no significant issues being raised.

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

CSP Governance and Financial Control.

4.2 Strong effective and responsive Council.

4.2.5 Council's exposure to risk is minimised.

**ATTACHMENTS**

1. **Draft Project Management Policy**

**9.2.6 QUARTERLY BUDGET REVIEW 2 2025 FY****TRIM Number: R25/26****Author: Finance Manager****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R25/26 be received and noted.
2. The Quarterly Budget adjustments including reserve movements be adopted as presented.

**PURPOSE**

To provide Council with a quarterly review of the Operational Plan budget as at 31 December 2024, as required by the *Local Government (General) Regulation 2021*.

**SUPPORTING INFORMATION**

To be provided under separate cover.

**BACKGROUND**

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

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

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

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

**ISSUES AND COMMENTS**

A review of the 2024-2025 budget has been completed to identify:

- Budget variations;
- Council resolutions impacting on budget; and
- Information that has become available since the adoption of the current year's budget which is not currently reflected in the 2024-2025 Operational Budget.

The QBR2 documents and detailed reports will be provided under separate cover.

**REPORT BY RESPONSIBLE ACCOUNTING OFFICER**

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

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**

There are financial risks with projecting budgeted income and expenditure as unexpected variances can occur. These can be mitigated by careful management of costs. As these figures are unaudited, they are subject to change.

**STAKEHOLDER CONSULTATION**

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

**OPTIONS**

That Council approve the budget variations as listed in the Quarterly Budget Review (2) adjustment documents.

**CONCLUSION**

Council's financial position remains sound.

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

CSP: 4.2 - Strong effective and Responsive Council.

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

**ATTACHMENTS**

Nil

### 9.3 ENVIRONMENT AND PLANNING

#### 9.3.1 LACHLAN SHIRE COUNCIL ZERO EMISSIONS FLEET TRANSITION PLAN 2025

**TRIM Number:** R25/20

**Author:** Environment & Waste Coordinator

#### **RECOMMENDATION**

That:

1. The Director of Environment and Planning Report No. R25/20 be received and noted.
2. The Lachlan Shire Council Zero Emissions Fleet Transition Plan 2025 be adopted.
3. The Lachlan Shire Council Zero Emissions Fleet Transition Plan 2025 be placed on Council's website and that the adoption of the plan be communicated through the media and on Council's media outlets.

#### **PURPOSE**

The Zero Emissions Fleet Transition Plan 2025 (The Plan) be presented to Council for adoption and implementation in Council's operations.

#### **SUPPORTING INFORMATION**

Zero Emissions Fleet Transition Plan 2025.

#### **BACKGROUND**

ChargeWorks Pty Ltd have assisted in developing the plan in close consultation with Central NSW Joint Organisation and in support of the CNSWJO Zero Emissions Fleet Strategy. The plan has been designed as a living document which can be revised or adapted to suit the specific circumstances of Council. This can include changes in policy, legislation and technologies.

The Plan is comprised of six sections:

- Fleet Overview
- State of Electric Vehicles
- Barriers and Opportunities to Adoption
- Business Case Analysis
- Council Targets
- Charging Infrastructure Planning

## **ISSUES AND COMMENTS**

The Zero Emissions Fleet Transition Plan 2025 (The Plan) sets out actions Council can take to reduce its dependence on liquid fossil fuels, reduce costs, and promote sustainability through the introduction of electric vehicles (EVs) into Council's fleet.

The Plan will assist in communicating Council's intentions, internally and to the community. It also provides a framework when applying for financial assistance through State and Federal Government grant programs.

The Plan sets realistic goals and targets helping guide Council staff to pursue a lower cost and lower emissions future without compromising its operations.

The Plan is not a blanket solution. It will be modified over time to suit Council's specific needs and capabilities.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Each Council is unique in its size, location, fleet and financial capabilities. The Plan provides the flexibility to choose goals, targets and strategies to suit the Lachlan Shire Local Government Area, the community and their circumstances. The Plan outlines cost estimates to assist Council Officers when preparing grant applications for funding, fleet replacement and fit for purpose requirements.

## **LEGAL IMPLICATIONS**

There are no legal implications identified with the adoption of the Zero Emissions Fleet Transition Plan 2025.

## **RISK IMPLICATIONS**

The Zero Emissions Fleet Transition Plan 2025 will be a key document to provide staff structure when reviewing and replacing fleet.

If Council does not adopt the Plan there is a risk that stakeholders, the community and State and Federal Governments may not consider Council's achievements, targets, its commitment to reducing fossil fuel consumption are genuine and this could compromise future grant applications or opportunities.

The risk of not adopting the Plan may result in the perception from the community and other NSW Joint Organisation Council members that Lachlan Shire Council is not committed to implementing sustainable measures or Council is not doing its part as a leader reducing its emissions and operational cost.

## **STAKEHOLDER CONSULTATION**

The Zero Emissions Fleet Transition Plan 2025 has been developed in consultation with Central NSW Joint Organisation and in support of the *CNSWJO Zero Emissions Fleet Strategy*.

## **OPTIONS**

The following options are available to Council:

1. Adopt the Zero Emissions Fleet Transition Plan 2025.
2. Amend the Zero Emissions Fleet Transition Plan 2025 prior to adopting the Plan.
3. Decide not to proceed with the Zero Emissions Fleet Transition Plan 2025.

**CONCLUSION**

Current State and Commonwealth policy settings and rapidly evolving technology in the renewable energy and electric vehicles (EV) market make it prudent to set short, medium and long-term targets for Council's fleet management. These targets can be reviewed where appropriate as the zero emissions fleet market develops.

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

4.2 Strong effective and Responsive Council.

Lachlan Shire Council Energy Sustainability Plan 2024

**ATTACHMENTS**

- 1. Lachlan Shire Council Zero Emissions Fleet Transition Plan 2025**



**9.3.2 WASTE MANAGEMENT SERVICES FOR BURCHER****TRIM Number: R25/29****Author: Environment & Waste Coordinator****RECOMMENDATION**

That:

1. The Director Environment and Planning Report No. R25/29 be received and noted.
2. Council resolves to close the Burcher Landfill Waste Facility.
3. Council resolves to apply for Grant Funding under the Environment Protection Authority's current Landfill Consolidation and Environmental Improvement Program. Council also resolves to apply for any other relevant grant program, as available.
4. Council extends the Kerbside Waste Collection (waste only) to the Burcher village.
5. Council consults with the Burcher community to select a site for a Waste Transfer Station that will comprise 4-6 front lift skip bins in a locked enclosure.
6. Council install a Waste Transfer Station at the most suitable site.

**PURPOSE**

The purpose of this report is to outline options for the future delivery of waste services to Burcher residents and surrounding rural residents and farms.

**SUPPORTING INFORMATION**

June 2023 Community Survey results and responses.

**BACKGROUND**

Burcher residents and surrounding rural residents and farms within Lachlan Shire have relied on the Burcher landfill for their waste disposal needs over a number of decades. The Burcher landfill is the smallest of Council's landfills and serves a small local population in a relatively remote location.

The Burcher community doesn't receive any waste management services outside of the landfill waste facility. Residents usually self-haul waste to the landfill.

In 2016, the opening hours of the Burcher landfill were restricted to two (2) half days a week, being a Tuesday and Saturday. Council was unable to attract staff to control the facility, and operational costs became unviable for this system to continue. As a result, it reverted back to being an unsupervised facility.

A community survey including online and letter box delivery was undertaken in June 2023 seeking feedback on proposed options relating to the future delivery of waste services to Burcher residents and surrounding rural residents.

## ISSUES AND COMMENTS

### Current situation

The Burcher landfill is not controlled or supervised and is subject to:

- Prohibited wastes being deposited at the facility, most commonly bulk tyres, but also asbestos and commercial waste;
- Significant increase of waste volumes over the past two years due to outside waste entering the facility, i.e. waste that has not been generated within Lachlan Shire;
- Windblown litter contamination entering onto adjoining lands;
- Fires; and
- Waste not being deposited into the dedicated trench or locations. This has been especially the case over the 2024/2025 Christmas period with multiple complaints being received from Burcher residents.

Approximately two thirds of the site has been trenched, landfilled and covered. The covered areas are undulating and do not align with the NSW Environment Protection Authority (EPA) Guidelines for final capping in the current form. The remaining third of the landfill appears to be virgin ground, covered by natural vegetation and has a power line intersecting the site, making it unsuitable for future excavation.

The landfill is surrounded by thick pine forest and rural farmland. Its isolation is a contributing factor to waste disposal from outside the Shire and incorrect disposal practices.

Council undertakes a scheduled servicing of the landfill to mitigate the risk from waste disposal activities; however, the amount of waste entering the landfill and the disposal of prohibited items is increasing. There is a strong indication that the increase in waste volumes is largely influenced by waste from outside the Lachlan Shire area coming to the Burcher landfill (as other surrounding landfills have closed or restricted their operations).

The increase in waste volumes requires additional resources from Council to manage the waste and is increasing the risk profile of the landfill.

The *Protection of the Environment Operations Act 1997* (POEO Act) and the *Protection of the Environment Operations (Waste) Regulation 2014* (POEO Waste Regulation) place obligations on landfill operators to manage waste facilities appropriately and in accordance with the relevant legislation.

*A number of risks associated with the operation of the Burcher landfill are not currently being mitigated.*

### June 2023 Community Survey

The aforementioned June 2023 community survey included a total of four (4) options, namely:

- Landfill closure and the extension of the domestic waste collection service and bin bank transfer station (Weekly kerbside 240L mobile garage bin collection to residents within the Burcher Village and front lift bins for rural residents located at the current landfill location).
- Landfill closure and construction of a small vehicle waste transfer station (large skip bin transfer station).
- Continue current operation of the landfill under supervision /control with restricted days.

- Continue the operation of the landfill under current standards acknowledging the risks involved.

The advantages and disadvantages of each of those previous options are discussed in the following table:

Previous Options as per June 2023 Community Survey	Positive	Negative
<p>Landfill closure and the extension of the domestic waste collection service and bin bank transfer station (Weekly kerbside 240L mobile garage bin collection to residents within the Burcher Village and front lift bins for rural residents located at the current landfill location).</p>	<p>The closure of the landfill would eliminate most risks associated with the current operations.</p> <p>The cost for establishing the domestic waste collection service can be completed under the budget allocated for landfill operations at the Burcher landfill.</p> <p>An EPA grant for landfill closures is open until 22 March 2025 and could fund 70% of the cost of closure and rehabilitation.</p> <p>The new domestic waste collection service offers a convenient and modern service to Burcher residents and would bring them in line with other villages such as Fifield and Albert.</p> <p>The closure of the landfill will result in improved environmental outcomes.</p> <p>The cost for recycling drums and oil would be reduced.</p>	<p>Some stakeholders may oppose the closure, and it was not the preferred option in the survey.</p> <p>Bulky waste items such as lounges, drum muster and oil cannot be accommodated (see further explanation below).</p> <p>The establishment of a bin bank transfer station located at the current landfill would not eliminate the issues of access, fire risk and surveillance.</p>
<p>Landfill closure and construction of a small vehicle waste transfer station (Larger skip bin transfer station).</p>	<p>The closure of the landfill would eliminate most risks associated with the current operations.</p> <p>An EPA grant for landfill closures is open until 22 March 2025 and could fund 70% of the cost of closure and rehabilitation, but not the transfer station.</p>	<p>Some stakeholders may oppose the closure, and it was not the preferred option in the survey.</p> <p>A larger skip bin transfer station would require some form of control and supervision with extra costs associated. The waste budget is already at its limit, and this would put more strain on that budget.</p>

	<p>The closure of the landfill will result in improved environmental outcomes.</p> <p>The cost for recycling drums and oil would be reduced.</p>	<p>Facilities would need to be provided and maintained at additional costs.</p> <p>Significant capital upfront cost would be required and would not be eligible for EPA funding.</p> <p>Bulky waste items such as lounges, drum muster and oil cannot be accommodated (see further explanation below).</p>
<p>Continuation of the operation of the landfill under supervision/control and the site being controlled.</p>	<p>This option may reduce the volume of outside and prohibited waste entering the facility.</p> <p>Bulky waste items, drum and oil could still be disposed of.</p>	<p>While this was the preferred option in the survey, operating costs would be significantly higher (at least \$70,000) than current costs, and this was the reason the facility is currently unsupervised.</p> <p>The waste budget is already at its limit, and this would put further cost on that budget.</p> <p>The hours of operation would need to be rationalised.</p> <p>Site office and facilities would need to be provided and maintained.</p> <p>Access, fire risk and surveillance would not improve with the landfill remaining open.</p> <p>Commercial operators from outside the Shire could force their way into the landfill outside of operating hours and continue the current issues.</p> <p>Ongoing costs to recycle drums and oil would remain.</p>
<p>Continuation of the operation of the landfill under current standards.</p>	<p>There would be no disruption to facility users.</p> <p>Bulky waste items, drum and oil could still be disposed of.</p>	<p>While this was the second most preferred option in the survey, risks would remain unmitigated leaving Council</p>

		<p>exposed and potentially subject to fines.</p> <p>Outside and/or commercial waste would continue into the landfill unabated.</p> <p>Additional landfill cells would have to be constructed and maintained to deal with the increased volume of mainly outside waste at a significant cost to ratepayers.</p> <p>Access, fire risk and surveillance would not improve with the landfill remaining open.</p> <p>Ongoing costs to recycle drums and oil would remain.</p> <p>Operating costs generally would need to be adjusted in line with the management of additional waste volumes.</p>
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It is acknowledged that the preferred options from the responses to the community survey in June 2023 involved the continued operation of the landfill (either with restrictions or as is). With the continued increase of outside and prohibited waste volumes, increased cost of managing the facility which receives now more than ten times (10 x) its projected volumes, increased number of complaints, ongoing non-compliance with key EPA requirements and increased risk of contamination and fires. However, it is no longer considered an option to keep the Burcher landfill site open. Instead, the preferred option – as outlined in the recommendations – is to close the landfill site, apply for EPA grant funding, introduce a domestic waste collection service for the Burcher village and install a bin bank transfer station at a site to be determined (not at the current landfill site).

Previous closure of other small village landfill sites

Council has previously closed small village landfills at Derriwong, Fifield and Albert. The domestic waste collection service was extended to these villages and bin banks/bulk bins were established for nearby rural residents who do not receive the collection service. The closure of these small landfills aligned with the EPA preference for such landfills to be closed and alternative services to be provided.

The alternative waste services (after the closure of the landfills) in Derriwong, Fifield and Albert have operated successfully since 2016. Each of these facilities has experienced their own challenges with illegal dumping and bulky items disposal, however, they have been relatively successful in servicing the communities.

*Landfill Consolidation and Environmental Improvement Program (EPA)*

The Landfill Consolidation and Environmental Improvement Program, Round 5, is a grant program that assists rural and regional councils in NSW to close, consolidate and transform licenced and unlicenced landfills with poor environmental controls. Round 5 is open until 22 March 2025 and comprises a total funding of \$6,000,000 with a maximum funding of \$300,000 per project for Stream 1, which consists of up to 70% of landfill closure and transfer station establishment costs.

In preparation of the June 2023 Community survey, a closure plan was prepared with geotechnical design, a Waste Management Strategy and quotations were obtained for closure works, fencing upgrades and CCTV which have since been updated. These works have been quoted at \$95,507 (ex GST). 30% of cash and in-kind contributions can be accommodated within the existing waste budget.

It is a requirement of the funding application process to obtain a Council resolution to close the Burcher landfill, extend kerbside waste collection and install a transfer station in order to meet the assessment criteria.

Various initiatives have been undertaken to reduce waste volumes and emissions including the introduction of recycling in 2018 and the establishment of an Energy Sustainability Plan in 2019 which was updated in 2024. It has been modelled that over 60% of Council's emissions are due to landfill operations. Council's emissions will reduce due to outside waste not being able to be disposed in large volumes at Burcher once the landfill is closed. The provision of waste services to Burcher and the performance of the Burcher landfill formed part of Council's Waste Strategy which is ongoing.

*Drum muster, scrap metal and motor oil services*

Closing the landfill site will also result in the ceasing of drum muster, scrap metal and motor oil services.

All of these waste streams are not suitable/unmanageable at a transfer station, and each have their own particular issues in the current waste climate.

The drum muster collection has not been operating in accordance with the Drum Muster Program for a number of years due to the community group no longer being in operation.

Although the drums are currently being recycled, this involves a contractor processing clean drums onsite and washing dirty drums. This has been undertaken at a cost to Council for this service with limited processing space.

As per the drum muster program, users are required to triple rinse drums and present to a collection site where they are issued a disposal docket that demonstrates the drums have been disposed of properly for auditing purposes. Although Council has recycled the drums and users have used the facility, it is not in accordance with the drum muster program and rebates cannot be claimed.

Motor oil is becoming a problem waste where it was once a sought-after product. However, regional tenders have not been able to source a collection/processing service through Netwaste. Netwaste is exploring ways to resolve this issue. In the meantime, Council has an arrangement in place with a processor allowing this service to continue. However, unmanned sites, such as the Burcher landfill, are becoming an increasing challenging due to contamination.

Users of drum muster and motor oil will be advised to dispose of their waste at the Condobolin Waste Facility or the Lake Cargelligo Facility allowing them to collect the required documentation and rebates for their operations.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Costs are outlined below to provide comparison of the options that have currently been identified:

1. Introduction of domestic waste management charge (waste only) to Burcher residents within the new collection area. Approximately twenty-two (22) collection services would be collected at a cost of \$2,448.00 (ex GST) annually.
2. The supply and servicing of bulk bins (bin bank) is estimated at \$15,000.00 (ex. GST) annually.
3. The landfill closure and rehabilitation (potentially 70% grant funded) has been quoted at \$95,507 (ex GST). This includes landfilling existing waste, capping requirements, fencing, CCTV and the establishment of a new transfer station (bin bank).

The current operational budget for the Burcher landfill is \$25,000.00. This excludes the cost to install new trenches/pits which are approximately \$20,000 and which need to be carried out every two years under the capital works budget.

Referencing the above figures, it is possible to implement kerbside collection (weekly waste only) and a front lift bin transfer station (4-6 bins serviced weekly) within the existing budget. The proposed changes would result in some overall savings, mainly due to the reduction of outside and prohibited waste being dumped in large volumes and the reduced operating costs resulting from that. In addition, an illegal dumping budget should be developed to address any onsite and transitional issues.

As part of the transition from landfill operations to the proposed kerbside waste collection service and transfer station operation, there would be no increase to rates, and this will be reviewed annually as part of the overall waste management services for budget requirements. Overall, this means that an improved service can be offered to Burcher residents without them having to pay more.

## **LEGAL IMPLICATIONS**

The POEO Act and the POEO Waste Regulation place obligations on landfill operators (Council) to manage waste facilities appropriately and in accordance with the legislation. As outlined in this report, there are issues associated with the current practices which are exposing Council to potential fines and liability for breaches of the legislation. This is due to the lack of controls around the ongoing management of the landfill. The maximum penalty for the negligent disposal of waste causing actual or likely harm to the environment is \$4,000,000 for a corporation (this would include Council).

## **RISK IMPLICATIONS**

As part of the strategic review of waste services, that included the Burcher landfill, the review identified that there are a number of risks associated with the ongoing operation of the Burcher landfill which have been outlined above in this report.

## **STAKEHOLDER CONSULTATION**

The results of the June 2023 Community survey are acknowledged, i.e. the preferred options of keeping the landfill open with or without controls. The increased volume of waste, that appears to originate from outside the shire, going to the facility together with the disposal of prohibited waste and the ongoing non-compliance with key EPA requirements create a situation that is unsustainable for Council. In addition, the uncontrolled access and contamination issues, the ongoing fire risk, the increased operational costs of dealing with the current situation and the increasing number of complaints about the facility mean that the preferred option cannot be provided.

It is proposed to undertake a stakeholder engagement campaign to inform Burcher residents of the proposed landfill closure, the introduction of weekly kerbside waste collection and commence the process of selecting a site for a new waste transfer station.

As part of the stakeholder engagement program, the community will be informed of the significant grant funding opportunity that is available for the Burcher landfill closure, the requirements to apply for the grant and eventually the engagement of the community in the selection of a suitable site for the proposed transfer station.

The stakeholder engagement program is intended to include newsletters/information posted on Council's website and in the local newspapers as well as a direct letter drop to the residents of Burcher and surrounding farms.

## **OPTIONS**

As per the recommendations, the following actions are proposed:

- Council resolves to close the Burcher Landfill Waste Facility.
- Council resolves to apply for Grant Funding under the Environment Protection Authority's current Landfill Consolidation and Environmental Improvement Program.
- Council extends the Kerbside Waste Collection (waste only) to the Burcher village.
- Council consults with the Burcher community to select a site for a Waste Transfer Station that will accommodate 4-6 front lift skip bins in a locked enclosure.
- Council installs a Waste Transfer Station at the most suitable site.

Alternatively, Council could choose:

- Not to include a new bin bank transfer station to reduce operating costs.
- Not to seek grant funding to close the Burcher water facility.
- To maintain the existing facility and operational arrangements while acknowledging and accept the significant environmental and financial risks associated with such a decision.

## **CONCLUSION**

Council has an obligation under the POEO Act and the POEO Waste Regulation to operate and manage waste facilities appropriately and in accordance with the relevant legislation. Due to the changing environment regarding waste management, waste management compliance and impacts from surrounding Councils, the Burcher landfill is experiencing a significant increase in the amount of waste and prohibited items entering the landfill which is exposing Council to increased costs and unacceptable risks.

It is therefore recommended that Council resolves to apply for the available funding under the EPA's current Landfill Consolidation and Environmental Improvement Program to close the Burcher landfill in accordance with the closure plan, extend the kerbside waste collection service to the Burcher village and install and service a transfer station at a new site in consultation with the community.

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

CSP Outcome No 5.1 - Modern Waste Management System.



**ATTACHMENTS**

- 1. Online Survey Results**
- 2. Online Responses**

## 9.4 INFRASTRUCTURE SERVICES

### 9.4.1 REQUEST FOR PUMP SHED LICENCE - APEX PARK LAKE CARGELLIGO

**TRIM Number:** R25/34

**Author:** Director Infrastructure Services

#### RECOMMENDATION

That:

1. The Director Infrastructure Services Report R25/34 be received and noted.
2. The request to support a licence to install an irrigation pump and pipeline in Apex Park, Lake Cargelligo be declined.

#### PURPOSE

This report is for Council to consider a request from Mr Philip Daries to install and operate a pump and pipeline in Apex Park Lake Cargelligo.

#### SUPPORTING INFORMATION

<https://www.crownland.nsw.gov.au/licences-leases-and-permits/apply-or-manage-licence/apply-general-licence>

<https://www.watarnsw.com.au/customer-services/water-licensing>

#### BACKGROUND

Mr Philip Daries has recently constructed a new dwelling at 9 Conapaira Street, Lake Cargelligo. Mr Daries has been in regular contact with Council regarding the landscaping and irrigation of his front yard and verge. Mr Daries' intention is to have a well maintained and well-presented front yard, and this is admirable, Mr Daries has made requests for Council to financially assist him with landscaping and maintaining of the verge – this request was declined; however, Council staff have facilitated his approval permits to undertake landscaping works within the verge at his cost.



The former owner of 9 Conapaira Street was part of the “Bogan street” pump and pipeline group. It has been reported to Council staff that the administrators of this group have declined Mr Daries’ request to access water from their existing pump shed. Mr Daries first approached Council about a raw water connection direct from the Lake in 2023. Mr Daries was provided with information regarding the requirements for such an approval, which includes:-

1. Approval from Crown lands and a Crown Licence for the pump site and pipeline. Council as the Crown Land Manager is required to endorse this licence. This is the purpose of this report.
2. Council approval to undertake works within the road reserve and ongoing lease to occupy the land within the road reserve.
3. WaterNSW/NRAR/DCCEEW - works approval, licence to extract water and water allocation to extract. This may also require the water rights to be registered with the Land Title through Land Registry Services.
4. NSW Fisheries – approval to undertake works near a key fish habitat may not be required, depending on location of works.
5. Essential energy approval if main power connection and meter are required.

Furthermore, there will be an obligation to reimburse Council for the full cost of any ongoing maintenance caused by the pipeline (e.g. sinking trench, burst water pipe etc) or engage a suitably qualified contractor to undertake the maintenance on their behalf, under the supervision of Council.

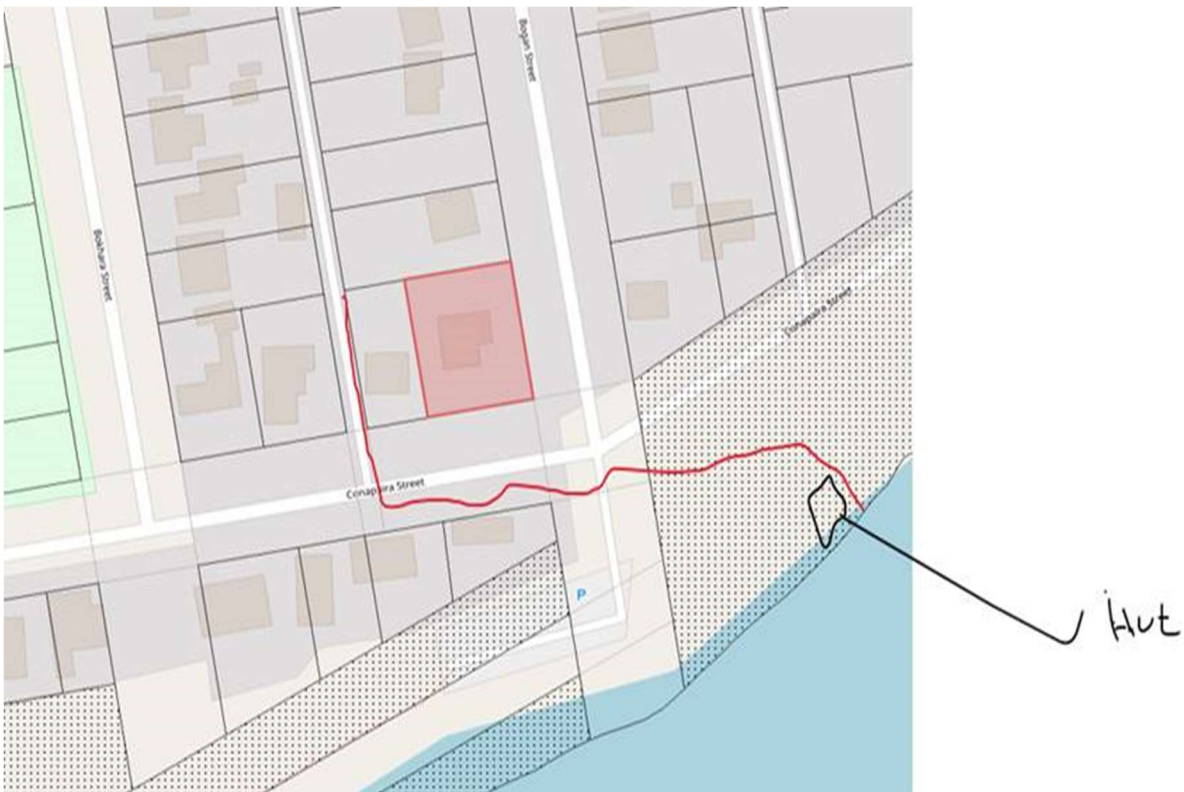
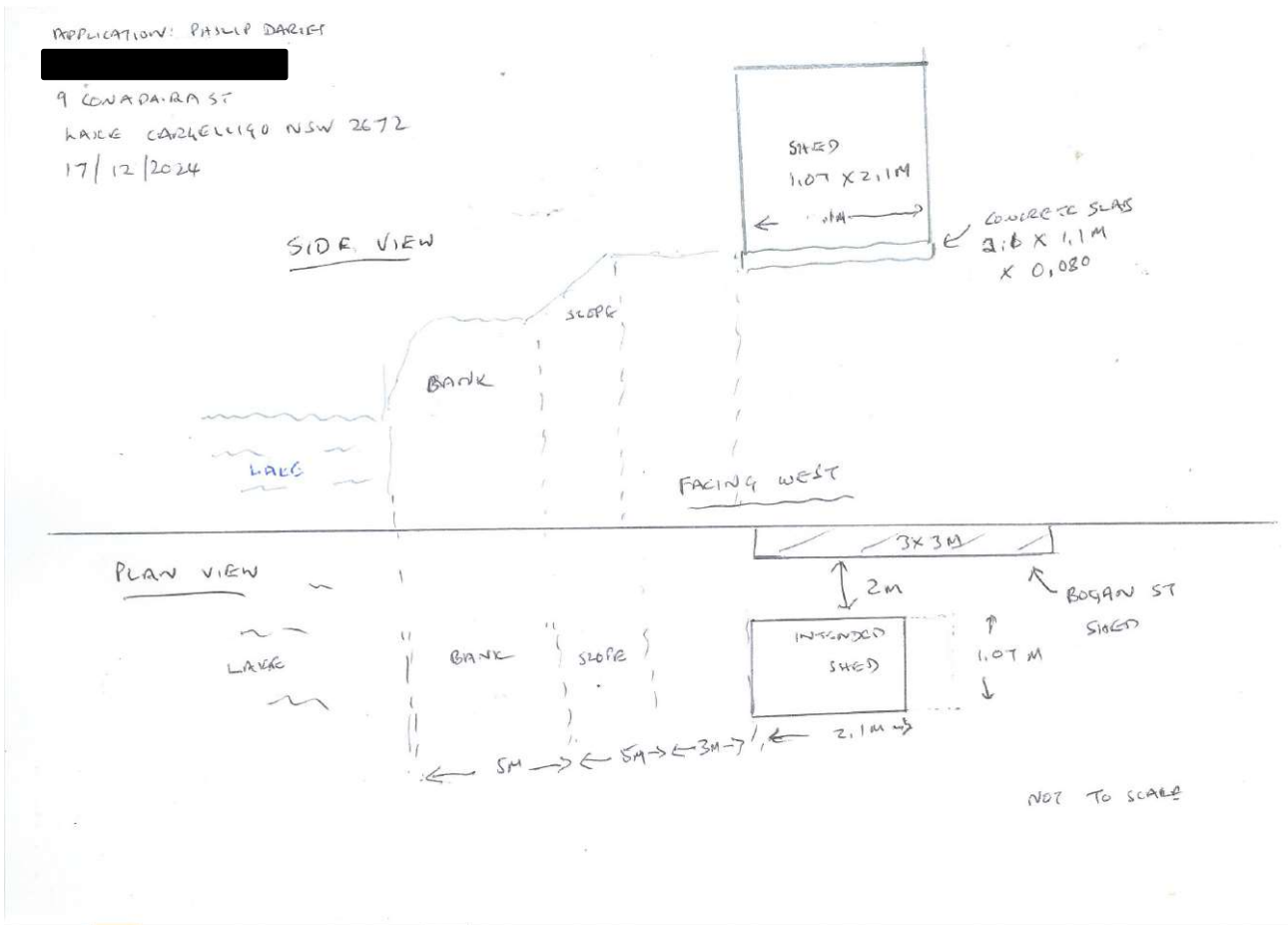


Image provided by Mr Daries illustrating location of proposed site.

Mr Daries' original request included the installation of a pipeline from the lake edge, through Conapaira Street and Bogan Street to his dwelling. However, Mr Daries has recently removed this part of the request, as he claimed to have an existing pipeline to his property, from the existing pump shed. It is reported that this was "gifted" to Mr Daries from the previous owner Mr McKinney. Details around the legal status of this pipe and proof of ownership have been request, but only anecdotal evidence has been provided.

Council has requested more details around the size, scale and materials of the proposed hut. The information provided states the hut will be colorbond material, on a concrete slab 1.5m x 1.0m, with the pump shed being 1.0m tall. Hand sketch provided with the application. NOT TO SCALE. (please not the discrepancy between the dimensions in the sketch provided and the dimensions requested in a recent email).





Please note that the alignment of this “gifted” pipe line is not adjacent to 9 Conapaira Street.

**ISSUES AND COMMENTS**

The NSW Crown Lands under the Crown Land Management Act 2016, is the authority that gives permission to occupy and use Crown land for a specified purpose/s. The granting of a licence for an area of crown land does not provide exclusive use and possession of the land.

As Council is the Crown Land Manager, the Department requires Council's endorsement of the application before they will approve the request. It is difficult for Council staff to endorse the request in its current form, as the information is transient and limited quality. In the assessment of the application and information provided, it has forced Council staff to consider the visual impact of this shed (and potentially more further pumps) on the picturesque Lake Foreshore and community parkland. Furthermore, staff are also concerned about the disturbance that will occur with the installation of this request (and future installations) and the ongoing maintenance and operation of the pump and pipe.

The principal issue for Council to consider regarding this request is; is Council willing to support the further installation of pump sheds along the foreshore of Lake Cargelligo for future requests from other residents.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The immediate impact of providing this endorsement are minor and administrative in nature. Further resources will be required in approving and supervising the installation commissioning and operation of this pump shed and pipeline.

Ongoing licence fees and charges would be levied on this pump and pipeline.

Reduction in potable water consumption and demand from Council's town water reticulation network should be noted.

**LEGAL IMPLICATIONS**

Crown Land Management Act 2016

Local Government Act 1993

Roads Act 1993

Water Management Act 2000

**RISK IMPLICATIONS**

If Council decline the request to support a licence, Council could be perceived as creating unnecessary difficulties for residents who are seeking to irrigate and beautify their place of residence. There is the potential for accusations that Council is forcing residence to use town water for irrigation, and therefore increasing the income for water usage. It is not believed that this is a factor in the decision making, however, the insinuation may occur.

If Council agree to support the request for a licence, then Council could set a precedence for any resident to request a pump shed on the edge of the lake, and a pipeline to their residence. This outcome would be highlight undesirable, as it would negatively impact the aesthetics of the picturesque landscape and would greatly complicate the inground assets throughout the road network.

**STAKEHOLDER CONSULTATION**

Nil

**OPTIONS**

1. Decline the request to support a licence application
2. Agree to support the request for a licence application, without conditions.
3. Agree to support the request for a licence application, with relevant conditions.

**CONCLUSION**

Council has been presented with the background and issues associated with a request to install a pump and pipeline in Apex Park Lake Cargelligo. A Council resolution on this matter will provide clear direction for Council staff to provide feedback to the applicant.

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

- 4.2 Strong, Effective and Responsive Council.
- 4.4 Strategic Management of Villages and Crown Reserves.
- 6.3 New and visually appealing streetscapes.
- 6.4 Improved Parks, Gardens and Sporting Ovals.

Nature strips, mowing, planting and landscaping Policy

**ATTACHMENTS**

1. **Email - Daries to Mortimer**

**10 DEPUTATIONS**

**11 NOTICES OF MOTION**

Nil

**12 NOTICES OF RESCISSION**

Nil



**13 DELEGATES REPORT****13.1 2024 NATIONAL LOCAL ROADS TRANSPORT AND INFRASTRUCTURE CONGRESS****TRIM Number: R24/380****Author: Director Infrastructure Services****RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R24/380 be received and noted.

**PURPOSE**

To provide Council with a summary of the National Local Roads, Transport and Infrastructure Congress that was held at “the Heart” Margaret River, on 3-4 December 2024 and was attended by the Director Infrastructure Services.

The Congress was presented with a pre-recorded message from the Local Government Minister the Hon Kristy McBain and attended in person by Shadow Minister for Infrastructure, Transport and Regional Development Senator the Hon Bridget McKenzie. The Congress continued to push for an increase in a non-competitive, formula-based funding model (e.g. Roads to Recovery and LRCI).

The Department of Infrastructure, Transport, Regional Development, Communications and the Arts presented on the competitive funding opportunities available to Council’s and reminded delegates of the commitment to increase the Roads to Recovery program.

Key presentations and messages from the Congress included: -

- Road safety, including a push for reduction in speed zones, improved construction standards and a focus on road safety improvements;
- Increased push for higher productivity freight movements;
- Increased push for Active Transport solutions;
- Regional airports and technological changes in type and size of aircraft, which may provide opportunities for increased usage of regional airports;
- Strategic planning and community engagement for improved infrastructure and housing developments;
- Circular economy and infrastructure
- Renewable energy transition and opportunities for electric vehicles.

**SUPPORTING INFORMATION**

Congress Communique.

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

CSP 4.2 Strong effective and responsive Council.

**ATTACHMENTS**

- 1. 2024 National Roads Transport and Infrastructure Congress Communique**

**13.2 DELEGATES REPORT****TRIM Number: R25/3****Author: Executive Assistant****RECOMMENDATION**

That:

1. The Delegate's Report No. R25/3 be received and noted.

**PURPOSE**

To provide Council with a report on the Electric Vehicle (EV) Drive Day hosted by the Central NSW Joint Organisations and attended by the Manager of Urban Works -Baden Hall and Environment and Waste Coordinator Rowan Bentick on 5 and 6 December 2024.

**SUPPORTING INFORMATION**

The CNSWJO Electric Vehicle (EV) Drive Day Report December 2024 is attached.

**BACKGROUND**

Throughout 2023 and 2024, CNSWJO member councils have been working with consultants, Chargeworks, to develop fleet transition plans. These plans are complemented by a Regional Charging Strategy, which recommends 16 key strategic activities to support member councils to overcome the barriers to the uptake of a zero emissions fleet. One key activity from the Strategy was for CNSWJO to host annual EV drive days.

Further, in mid-2024 CNSWJO received funding from the NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW) to conduct a variety of activities to increase the uptake of electric vehicles and charging infrastructure. A portion of this funding was used as sponsorship toward the EV Drive Day.

**THE EVENT:**

The event was held over two days: Thursday 5 and Friday 6 December 2024. The first day was targeted at council staff, and the second at local businesses and community members.

The event was well attended with approx. 120 people on day 1 (including vehicle providers and presenters) and an estimated 50 people on day 2.

Day 1 was broken down into 2 streams:

1. Stream A: Councillors, General Managers and Directors
2. Stream B: Sustainability and Fleet Managers

Stream A received presentations in the morning session, and viewed the trade stands and test drove the cars in the afternoon. Stream B was the opposite.

Breaking into streams ensured that attendees had sufficient time to view and drive the vehicles without having to wait too long to test drive a vehicle.

## PRESENTATIONS

The following presentations were made:

**Electric Vehicle Council** - provided insights into what is coming in the EV industry, trends and charging infrastructure.

**NSW Government** - provided details on previous and current rounds of funding for destination chargers, fast chargers, and fleet incentives.

**Origin360** - provided details on their car subscription model which is an alternate to outright purchase.

**Institute of Public Works Engineering Australasia (IPWEA) Fleet** - gave an overview of resources and tools available from IPWEA fleet to support councils transition to EVs.

**Chargeworks** - gave an update of the CNSWJO Regional Fleet Transition Strategy and the progress on each of the 16 key strategic activities identified.

**EVX** - provided details on their pole-mount EV charging pilot with Essential Energy.

**Essential Energy** - took a deep dive into the fleet transition of their own fleet, including what has, and hasn't worked well.

**Australasian Fleet Management Association (AfMA)** - presented on the digitisation of fleet management.

**Beyond Clarity** - provided a demonstration of how Geotab fleet tracking and management can support councils with the EV transition.

**Dubbo Regional Council** - gave an update on the progress their Council has made towards transitioning their fleet to electric, including how they handle home charging and leasebacks.

**Smartrak** - provided insights into how their tool can help fleet managers to increase the usage of EVs, particularly as pool vehicles.

**CJD Equipment** - provided details of the range of electric heavy vehicles they can provide and the benefits to users and councils.

**All presentations can be downloaded from the link in the attached report.**

## NEXT STEPS:

There are a number of key actions that will be progressed on completion of this EV Drive Day, including:

- supporting councils to apply for NSW Government funding and incentives for EVs in their fleet and for charging infrastructure,
- member councils to finalise their EV Transition Plans and CNSWJO to develop an implementation plan to support the progression of the recommendations and actions in the plans,
- as and when the need arises, CNSWJO will continue to facilitate events such as the EV Drive Day, and
- CNSWJO will continue to progress the activities identified in the regional strategy as detailed in the attached report.

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

CSP No. 4.2 Strong effective and responsive Council.

**ATTACHMENTS**

- 1. CNSWJO EV Drive Day Event Report.**

**14 CORRESPONDENCE****14.1 CORRESPONDENCE****TRIM Number: R25/2****Author: Executive Assistant****RECOMMENDATION**

That:

1. The Correspondence Report No. R25/2 be received and noted.

**PURPOSE**

To provide Council with details of correspondence received in January and February 2025.

**SUPPORTING INFORMATION**

ALGA – 2025 National General Assembly Call for Motions and Discussions Paper – letter received.

Office of the Hon Ryan Park MP – letter received.

Museums and Galleries of NSW – letter received.

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

CSP 4.2 Strong effective and responsive Council.

**ATTACHMENTS**

1. **ALGA – 2025 National General Assembly Call for Motions.**
2. **2025 NGA Discussions Paper.**
3. **Letter from the Office of the Hon Ryan Park MP.**
4. **Museums and Galleries of NSW.**

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

Nil

**16 PETITIONS**

Nil

**17      CLOSED SESSION**



**RECOMMENDATION**

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

**17.1 Delegates Report**

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

**17.2 Offer to purchase lots 16, 20 and 23 Dunne Street Condobolin**

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.

**17.3 Tender Assessment - Albert Road, Bulbodney Creek Culvert replacement**

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

**17.4 Short term Licence to 2 July 2026 - part Lot 2342 DP 566794, 105 Hassans Lane Condobolin**

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

**17.5 Short term Licence Stable 6, SRA Grounds Condobolin**

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

**17.6 Contracts For Line Marking Services**

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

**17.7 Tender Assessment - Sealed Road Flood Damage Restoration works - Condobolin North and Tottenham Area**

This matter is considered to be confidential under Section 10A(2)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 competitor of the council.

**17.8 Update on the donation provided to Callara Cultural and Heritage Aboriginal Corporation**

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

**17.9 Electricity procurement for small market sites**

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.