

BUSINESS PAPER

ORDINARY MEETING

Thursday 18 May 2023 1:30pm Council Chambers

COUNCIL'S VISION

To build and maintain sustainable communities while retaining the region's natural beauty.

COUNCIL'S MISSION

To provide services and facilities to enhance the quality of life and economic viability within the Council area.

COUNCIL'S AIMS

To perform services in a cost efficient, effective and friendly manner in order to achieve Council's Mission in meeting the annual objectives and performance targets of the principal activities Council undertakes on behalf of the community.

NOTICE OF MEETING

10 May 2023

Councillors

Dear Members

Ordinary Meeting of Council

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 18 May 2023** in the **Council Chambers** commencing at **1:30pm**.

Your presence is requested.

Yours faithfully

a. Waln

Alex Waldron Acting General Manager Upper Lachlan Shire Council

AGENDA

ACKNOWLEDGEMENT OF COUNTRY

"I would like to Acknowledge and pay our respects to the Aboriginal Elders both past and present, as well as emerging leaders, and Acknowledge the traditional custodians of the Land on which we meet today."

1	NOTICE OF WEBCASTING/AUDIO RECORDING OF MEETING		
2	APOLOGIES AND LEAVE OF ABSENCE		
3	CITIZENSHIP CEREMONY Nil		
4	DECLARATIONS OF INTEREST		
5	 CONFIRMATION OF MINUTES. 5.1 Minutes of the Ordinary Meeting of Council of 20 April 2023 5.2 Minutes of the Extraordinary Meeting of Council of 9 May 2023 	11 12 30	
6	MAYORAL MINUTES 6.1 Mayoral Minute	35 36	
7	PRESENTATIONS TO COUNCIL/PUBLIC Nil		
8	CORRESPONDENCE 8.1 Correspondence for the month of May 2023	39 40	
9	LATE CORRESPONDENCE		
10	INFORMATION ONLY	45	
	 10.1 Development Statistics Report 10.2 Biosecurity Report 10.3 Works In Progress - Construction & Maintenance 10.4 Investments for the month of April 2023 10.5 Bank Balance and Reconciliation - April 2023 10.6 Rates and Charges Outstanding for the month of April 2023 10.7 Library Services 3rd Quarter Report 2022/2023 10.8 Grants Report 10.9 Action Summary - Council Decisions 	46 52 55 60 64 65 67 73 80	
REF	PORTS FROM STAFF AND STANDING COMMITTEES		
11	ENVIRONMENT AND PLANNING 11.1 Review of Liquid Trade Waste Policy	85 86	
	11.2 Reallocation of streetscape budget allocation	131	

131

12	INFRASTRUCTURE DEPARTMENT Nil	.135
13	FINANCE AND ADMINISTRATION	.137
	13.1 Quarterly Budget Review Statements - 3rd Quarter 2022/2023	138
14	GENERAL MANAGER	.203
	14.1 Review of Volunteers Policy	204
	14.2 North Street Stormwater Easement	208
15	LATE REPORTS	
16	REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES	
16	AND DELEGATES	.211
16	•	. 211 212
16 17	AND DELEGATES	
-	AND DELEGATES	212
-	AND DELEGATES	212 .231 232
17	 AND DELEGATES 16.1 Reports from Committees for the month of May 2023 NOTICES OF MOTION 17.1 Notice of Motion Regional Youth Network Funding 	212 .231 232
17	AND DELEGATES 16.1 Reports from Committees for the month of May 2023 NOTICES OF MOTION	212 .231 232 .235

LEAVE OF ABSENCE

General Manager Upper Lachlan Shire Council Spring Street CROOKWELL NSW 2583

Dear Madam

I wish to apply for leave of absence from the Council Meeting to be held on

Date:

I will be absent for the following reason/s:

.....

Yours faithfully

(Councillor Signature)

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Could your possible conflict of interest lead to private gain or loss at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

CONFLICT OF INTEREST

- A conflict of interest is a clash between private interest and public duty. There are two types of conflict:
 - 1. Pecuniary regulated by the *Local Government Act* and Office of Local Government and,
 - 2. Non-pecuniary regulated by Codes of Conduct and policy, ICAC, Ombudsman, Department of Local Government (advice only).

THE TEST FOR CONFLICT OF INTEREST

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

IDENTIFYING PROBLEMS

- 1st Do I have private interest affected by a matter I am officially involved in?
- 2nd Is my official role one of influence or perceived influence over the matter?
- **3rd** Do my private interest conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

AGENCY ADVICE

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, Officers and Community Committee members by various pieces of legislation, regulation and Codes.

Contact	Phone	Email	Website
Upper Lachlan Shire Council	(02) 4830 1000	council@upperlachlan.nsw.gov.au	www.upperlachlan.nsw.gov.au
ICAC	(02)8281 5999 Toll Free 1800463909	icac@icac.nsw.gov.au	www.icac.nsw.gov.au
Office of Local Government	(02) 4428 4100	olg@olg.nsw.gov.au	www.olg.nsw.gov.au
NSW Ombudsman	(02) 9286 1000 Toll Free 1800451524	nswombo@ombo.nsw.gov.au	www.ombo.nsw.gov.au

COUNCILLORS DISCLOSURE OF A PECUNIARY INTEREST

PURSUANT TO PART 4 PECUNIARY INTEREST IN THE CODE OF CONDUCT (THE DISCLOSURE AND MANAGEMENT OF A PECUNIARY INTEREST IS PRESCRIBED UNDER THE CODE OF CONDUCT FOR LOCAL COUNCILS IN NEW SOUTH WALES)

To the General Manager

I	
-	

Declare a Conflict of Interest, being a PECUNIARY Interest.

Name of Meeting: Ordinary Meeting of Council

Date of Meeting:

Page Number: Item Number:

Special disclosure of pecuniary interests by [full name of councillor]

in the matter of [insert name of environmental planning instrument]

which is to be considered at an Ordinary Meeting of the Council [name of council or council committee (as the case requires)]

to be held on the day of 20.

Pecuniary interest

Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)

Relationship of identified land to councillor [Tick or cross one box.]

Matter giving rise to pecuniary interest¹

Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land)²

[Tick or cross one box]

- The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise).
- □ An associated person of the councillor has an interest in the land.
- An associated company or body of the councillor has an interest in the land.
- \Box The identified land.
- □ Land that adjoins or is adjacent to or is in proximity to the identified land.

Proposed change of zone/planning control

Effect of proposed change of zone/planning control on councillor or associated person (tick box that applies)

Appreciable financial gain		Appreciable financial loss
----------------------------	--	----------------------------

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

Councillor's Signature:

Date:

COUNCILLORS DISCLOSURE OF A NON-PECUNIARY INTEREST

PURSUANT TO PART 5 NON PECUNIARY INTEREST IN THE CODE OF CONDUCT (THE DISCLOSURE AND MANAGEMENT OF A NON PECUNIARY INTEREST IS PRESCRIBED UNDER THE CODE OF CONDUCT FOR LOCAL COUNCILS IN NEW SOUTH WALES)

To the General Manager Ι. Declare a Conflict of Interest, being a NON-PECUNIARY Interest. Significant Non Significant **COUNCIL MEETINGS** Name of Meeting _____ Date of Meeting Page Number _____ Item Number _____ Subject Reason for Interest As a result of my non-pecuniary interest, my involvement in the meeting will be as follows: **Option A** – Make a declaration, stay in the Chamber, participate in the debate, and vote. **Option B** – Make a declaration, stay in the Chamber, participate in the debate, but not vote. **Option C** – Make a declaration, stay in the Chamber, participate in the debate, but leave the Chamber for the vote. Option D – Make a declaration, stay in the Chamber, not participate in the debate, but vote.

Option E – Make a declaration, stay in the Chamber, not participate in the debate and not vote.

Option F – Make a declaration, do not participate in the debate, leave the Chamber upon making the declaration, and not return until the matter is resolved.

Signature

Date

5 CONFIRMATION OF MINUTES

The following minutes are submitted for confirmation -

5.1 Minutes of the Ordinary Meeting of Council of 20 April 2023 12

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS

ON 20 APRIL 2023

PRESENT: Mayor P Kensit (Chairperson), Cr P Culhane, Cr J Marshall, Cr M McDonald, Cr N McDonald, Cr J Searl, Cr S Reynolds, Cr L Woodbridge, Ms A Waldron (Acting General Manager), Mr A Croke (Director Finance and Administration), Mr L Kruger (Director of Infrastructure), Mr S Arkinstall (Acting Director of Environment & Planning) Ms K McCarthy (Executive Assistant) and Mr C Gordon (Communications Officer)

THE MAYOR DECLARED THE MEETING OPEN AT 1:32pm

SECTION 1: NOTICE OF WEBCASTING/AUDIO RECORDING OF MEETING

Mayor Kensit advised no public gallery today.

Mayor Kensit advised that the meeting is being webcast live and audio recorded in accordance with Council Code of Meeting Practice.

An acknowledgement of Country was read to the meeting by the Mayor.

SECTION 2: APOLOGIES & LEAVE OF ABSENCE

Apology was received by Cr D O'Brien.

42/23 <u>RESOLVED</u> by Cr Searl and Cr Reynolds that the apology be received and a leave of absence granted.

CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit J
	Marshall, M McDonald, N
	McDonald, S Reynolds, J Searl
	and L Woodbridge

Councillors who voted against:- Nil

SECTION 3: CITIZENSHIP CEREMONY

Nil

SECTION 4: DECLARATIONS OF INTEREST

Nil

Cr Paul Culhane was recognised for his 15 year service as a Councillor of Upper Lachlan Shire Council, and presented with a certificate of appreciation by Mayor Kensit.

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

SECTION 5: CONFIRMATION OF MINUTES

ITEM 5.1 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

43/23

That the minutes of the Ordinary Council Meeting held on 16 March 2023 be adopted.

- CARRIED

P Culhane, P Kensit, J
hall, M McDonald, N
onald, S Reynolds, J Searl
_ Woodbridge

Councillors who voted against:- Nil

Cr Marshall moved a Motion that -

1. Council call a meeting with RFS, SES and Bushfire Management Council to discuss how to advocate on their behalf for better recruitment and support services.

On being put to the meeting the Motion was Carried.

44/22 <u>RESOLVED</u> by Cr Marshall and Cr Woodbridge

1. Council call a meeting with RFS, SES and Bushfire Management Council to discuss how to advocate on their behalf for better recruitment and support services.

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

Cr Culhane and Councillors wished Lillian Skelly all the best with her upcoming soccer representative commitments with under 17 Australia Matildas selection.

MINUTES OF THE ORDINARY MEETING OF COUNCIL

HELD IN THE COUNCIL CHAMBERS

ON 20 APRIL 2023

Mayor Kensit also mentioned, a huge congratulations to all those who received awards and were involved in the Royal Easter Show from across the Shire.

SECTION 6: MAYORAL MINUTES

ITEM 6.1 MAYORAL MINUTE

45/23

RESOLVED by Cr Kensit and Cr Searl

- 1. That Council receive and note the activities attended by the Mayor and Deputy Mayor for March and April 2023.
- Councillors who voted for:-Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

SECTION 7: PRESENTATIONS TO COUNCIL/PUBLIC

Nil

SECTION 8: CORRESPONDENCE

Nil

SECTION 9: LATE CORRESPONDENCE

Nil

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

SECTION 10: INFORMATION ONLY

ITEM 10.1 DEVELOPMENT STATISTICS REPORT

46/23 <u>RESOLVED</u> by Cr Searl and Cr Reynolds

1. Council receives and notes the report as information.

- CARRIED

Councillors who voted for:-Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

ITEM 10.2 – 10.6 INFORMATION ONLY ITEMS

47/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

1. Council receive and note Items 10.2 – 10.6 the report as information.

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J
	Marshall, M McDonald, N
	McDonald, S Reynolds, J Searl and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

REPORTS FROM STAFF AND STANDING COMMITTEES

SECTION 11: ENVIRONMENT AND PLANNING

ITEM 11.1 COUNCIL RELATED DEVELOPMENT APPLICATION CONFLICT OF INTEREST POLICY REVIEW

- 48/23 <u>RESOLVED</u> by Cr Searl and Cr Reynolds
 - 1. Council endorse the draft policy Council-related Development Application Conflict of Interest;
 - 2. Council exhibit the draft policy for a minimum of 28 days in accordance with the provisions of Council's Community Participation Plan;
 - 3. A further report be presented to Council if there are any substantial changes to the draft policy arising from the public exhibition;
 - 4. Where no substantial changes arise from the public exhibition, the draft policy be considered adopted and published to Council's website; and
 - 5. That Council amend the Community Participation Plan to reflect the exhibition period for Council-related development applications, being 28 days.

- CARRIED

Councillors who voted for:-

Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

SECTION 12: INFRASTRUCTURE DEPARTMENT

ITEM 12.1 PROPOSED ROAD CLOSURE - DEVILS ELBOW UPGRADE GRABBEN GULLEN ROAD

- 49/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge
 - Council resolve to close two sections of public road of approximately 6991 m² near Devil's Elbow on Grabben Gullen Road, Merrill.
 - 2. Council resolve that upon closure of the two sections of road, Council transfer the closed roads to the adjoining owner as compensation for land acquired for road opening at this location on Grabben Gullen Road, Merrill.

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J
	Marshall, M McDonald, N
	McDonald, S Reynolds, J Searl
	and L Woodbridge

Councillors who voted against:- Nil

ITEM 12.2 REALLOCATION OF PLANT REPLACEMENT BUDGET

- 50/23 <u>RESOLVED</u> by Cr Searl and Cr Reynolds
 - 1. Council resolve to replace one prime mover instead of the backhoe which is scheduled for replacement in the 2022/23 Operational Plan budget.

- CARRIED

Councillors who voted for:-Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

SECTION 13: FINANCE AND ADMINISTRATION

ITEM 13.1 INTEGRATED PLANNING AND REPORTING - ADOPTION OF DRAFT PLANS FOR PUBLIC EXHIBITION

- 51/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge
 - 1. Council, in accordance Sections 403-406, of the Local Government Act 1993, and Sections 8A-8C, of the Local Government Act 1993, place on public exhibition the following suite of draft plans:-
 - Operational Plan 2023/2024;
 - Delivery Program 2023/2024 2026/2027;
 - Resource Strategy documents including:-
 - Long Term Financial Plan 2023 2032;
 - Infrastructure Plan 2023 2032;
 - Workforce Plan 2023/2024 2026/2027.

The public exhibition period commences Friday, 21 April 2023 to Thursday, 25 May 2023 inclusive, with copies of each plan available for viewing at Council administration offices and libraries, on Council's website and a link is provided to Council's Facebook Page.

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J Marshall, M McDonald, N
	McDonald, S Reynolds, J Searl and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

ITEM 13.2 REVIEW OF CORPORATE CREDIT CARD POLICY

52/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

1. Council adopts the reviewed Corporate Credit Card Policy.

- CARRIED

Councillors who voted for:-

Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

https://www.upperlachlan.nsw.gov.au/wp-content/uploads/2022/11/Corporate-Credit-Card-Policy-Date-Adopted-20-April-2023-Resolution-52-23-Review-2026.pdf

SECTION 14: GENERAL MANAGER

Nil

SECTION 15: LATE REPORTS

Nil

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS

ON 20 APRIL 2023

SECTION 16: REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

ITEM 16.1 REPORTS FROM COMMITTEES FOR THE MONTH OF APRIL 2023

53/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

That Item - Minutes of Committee/Information listed below be received:-

- 1. Southern Tablelands Arts Delegate Report Dec 2022 Jan 2023
- 2. Sports Section 355 Committee Minutes February 2023

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J Marshall, M McDonald, N
	McDonald, S Reynolds, J Searl and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

A Motion was moved by Cr Culhane that -

1. Acting General Manager coordinate a meeting with the President of the Crookwell Rugby Union Club and Coordinator of Parks and Gardens to facilitate an investigation into the constant water leakage at the north east railway end of the Crookwell Memorial Oval.

On being put to the meeting the Motion was Carried.

- 54/23 <u>RESOLVED</u> by Cr Culhane and Cr Woodbridge
 - 1. Acting General Manager coordinate a meeting with the President of the Crookwell Rugby Union Club and Coordinator of Parks and Gardens to facilitate an investigation into the constant water leakage at the north east railway end of the Crookwell Memorial Oval.

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J
	Marshall, M McDonald, N
	McDonald, S Reynolds, J Searl
	and L Woodbridge

Councillors who voted against:- Nil

SECTION 17: NOTICES OF MOTION

ITEM 17.1 NOTICE OF MOTION - \$355 TOURISM AND EVENT MANAGEMENT ADVISORY COMMITTEE

55/23 <u>RESOLVED</u> by Cr M McDonald and Cr Woodbridge

"That - Council establish a Section 355 Tourism and Event Management Advisory Committee"

- CARRIED

Councillors who voted for:-Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

ITEM 17.2 NOTICE OF MOTION - S355 ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

56/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

"That - Council establish a new Section 355 Economic Development Advisory Committee'."

- CARRIED

Councillors who voted for:-Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

SECTION 18: QUESTIONS WITH NOTICE

ITEM 18.1 COOLATAI GRASS

Refer to the business paper for 20 April 2023 Council Meeting for the Acting General Manager's comments.

A Motion was moved by the Cr Kensit and Cr Woodbridge that -

 In accordance with clause 9.3 (a) and (b) of the Council Code of Meeting Practice that Item 15.1 Late Report – Purchase of Substation for the MAAC, be considered at this April 2023 Council Ordinary Meeting, as it is of great urgency and cannot wait until a future Council Meeting as the matter is time sensitive. The report is in accordance with Section 55 of the Local Government Act 1993 - for Requirements for Tendering, Section 3 (K), a contract to be made in a case of emergency.

On being put to the meeting the Motion was Carried.

UPPER LACHLAN SHIRE COUNCIL MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

57/23 <u>RESOLVED</u> by Cr Kensit and Cr Woodbridge

 In accordance with clause 9.3 (a) and (b) of the Council Code of Meeting Practice that Item 15.1 Late Report – Purchase of Substation for the MAAC, be considered at this April 2023 Council Ordinary Meeting, as it is of great urgency and cannot wait until a future Council Meeting as the matter is time sensitive. The report is in accordance with Section 55 of the Local Government Act 1993 - for Requirements for Tendering, Section 3 (K), a contract to be made in a case of emergency.

- CARRIED

Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

CLOSED COUNCIL ITEMS

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2021, in the opinion of the General Manager, the following business is of a kind as referred to in 10A (2) of the Act and should be dealt with in a part of the meeting closed to the public and the media.

Note: Pursuant to Clause 25(1) of the Local Government (Meetings) Regulation, Council invites verbal representation by members of the public about whether the items listed below should not be considered by Council in a Closed Meeting. The items are:

58/23**RESOLVED** by Cr Searl and Cr Woodbridge

- 1. That Council move into closed Council to consider business identified, together with any late reports tabled at the meeting.
- 2. That pursuant to of the Local Government Act 1993: the press and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A (2c), 10A (2d(i)), 10A (2d(ii)) 10A (2d(iii)) as outlined above.
- 3. That the report relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act, 1993.

- CARRIED

Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

Council closed its meeting at 2:48pm and the public, staff and press left the chambers and live streaming ceased.

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

59/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

That Council move out of closed Council and into open Council.

- CARRIED

Councillors who voted for:-Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

Open Council resumed at 3:32pm live streaming returned to the public prior to the meeting closing.

Resolutions from the Closed Council Meeting

The following resolutions of Council, while the meeting was closed to the public, were read to the meeting by the Director of Finance and Administration on behalf of the Mayor.

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

SECTION 19: CONFIDENTIAL SESSION

ITEM 19.1 BRIDGE OVER CURAWEELA CREEK ON TARALGA OBERON ROAD TENDER

STAFF RECOMMENDATION by Cr Searl and Cr Woodbridge

- 1. Council discontinues the current tender process; and that
- 2. Council's Acting General Manager be delegated authority to enter into direct commercial negotiations with Bridge and Marine Engineering with the intent to enter a contract for construction of a new Bridge over Curaweela Creek.

An Amendment to the recommendation was moved by Cr Searl and Cr Woodbridge that –

- 1. Council discontinues the current tender process; and that
- 2. Council decline to accept all tenders received due to the lack of any commercially advantageous submissions; and that
- 3. Council's Acting General Manager be delegated authority to enter into direct commercial negotiations with both Bridge and Marine Engineering and Saunders Civilbuild pty limited with the intent to enter a contract with one supplier for construction of a new Bridge over Curaweela Creek as their alternative submissions are within budget and meets Council's requirements.

On being put to the meeting the Amendment was carried therefore becoming the recommendation.

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

60/23	<u>RESOLVED</u> by Cr Searl and Cr Woodbridge	
	 Council discontinues the current tender process; and that Council decline to accept all tenders received due to the lack of any commercially advantageous submissions; and that Council's Acting General Manager be delegated authority to enter into direct commercial negotiations with both Bridge and Marine Engineering and Saunders Civilbuild pty limited with the intent to enter a contract with one supplier for construction of a new Bridge over Curaweela Creek as their alternative submissions are within budget and meets Council's requirements. 	
	Councillors who voted for:- Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl	

and L Woodbridge

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

ITEM 19.2 PURCHASE OF SUBSTATION FOR MAAC

- 61/23 <u>RESOLVED</u> by Cr Woodbridge and Cr N McDonald
 - Council's Acting General Manager be delegated authority to enter into direct commercial negotiations with Three Phase Services a division of KW360 (ABN 12 153 143 959) Supplier of Substation: Eleserve for the procurement of 500 KVA substation for the MAAC project.
 - Subject to legal advice Council's Acting General Manager be delegated authority to enter into a contract with Three Phase Services a division of KW360 (ABN 12 153 143 959) Supplier of Substation: Eleserve for the procurement of 500 KVA substation for the MAAC project.

- CARRIED

Councillors who voted for:-

Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

THE MEETING CLOSED AT 3:34pm

Minutes confirmed 18 MAY 2023

Mayor

UPPER LACHLAN SHIRE COUNCIL MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 20 APRIL 2023

MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL

HELD IN THE COUNCIL CHAMBERS

ON 9 MAY 2023

PRESENT: Mayor P Kensit (Chairperson), Cr P Culhane, Cr J Marshall, Cr M McDonald, Cr N McDonald, Cr D O'Brien, Cr J Searl, Cr S Reynolds, Cr L Woodbridge, Ms S Pearman (Administration Assistant) and Kathleen Bowerman (Acting Executive Assistant to Mayor and General Manager)

THE MAYOR DECLARED THE MEETING OPEN AT 2:30pm

Mayor Kensit advised no public gallery today as confidential meeting.

Mayor Kensit advised that the meeting is being webcast live and audio recorded before and after the meeting in accordance with Council Code of Meeting Practice.

An acknowledgement of Country was read to the meeting by the Mayor.

SECTION 1: APOLOGIES & LEAVE OF ABSENCE

It was noted that due to conflict of interest and being a confidential session the Management Executive team did not attend this meeting.

Ms A Waldron (Acting General Manager), Mr A Croke (Director Finance and Administration), Mr L Kruger (Director of Infrastructure), Mr S Arkinstall (Acting Director of Environment & Planning)

SECTION 2: DECLARATIONS OF INTEREST

Nil

Mayor Kensit welcomed Christian Morris, Senior Management Consultant, Local Government Management solutions who has facilitated the recruitment process for Council for the Chief Executive officer position.

MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 9 MAY 2023

CLOSED COUNCIL ITEMS

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in 10A (2) 2a of the Act and should be dealt with in a part of the meeting closed to the public and the media.

Note: Pursuant to Clause 25(1) of the Local Government (Meetings) Regulation, Council invites verbal representation by members of the public about whether the items listed below should not be considered by Council in a Closed Meeting. The items are:

62/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

- 4. That Council move into closed Council to consider business identified, together with any late reports tabled at the meeting.
- 5. That pursuant to section 10A (2) 2a of the Local Government Act 1993: the press and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A (2) 2a as outlined above.
- 6. That the report relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act, 1993.

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, D O'Brien, S Reynolds, J Searl and L Woodbridge
Councillors who voted against:-	Nil

Council closed its meeting at 2.34pm and the public, staff and press left the chambers and live streaming ceased.

MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 9 MAY 2023

63/23 <u>RESOLVED</u> by Cr Searl and Cr Woodbridge

That Council move out of closed Council and into open Council.

- CARRIED

Councillors who voted for:-	Crs P Culhane, P Kensit, J
	Marshall, M McDonald, N
	McDonald, D O'Brien, S
	Reynolds, J Searl and L
	Woodbridge

Councillors who voted against:- Nil

Open Council resumed at 3.08pm live streaming returned to the public prior to the meeting closing.

Resolutions from the Closed Council Meeting

The following resolutions of Council, while the meeting was closed to the public, were read to the meeting by the Mayor.

MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON 9 MAY 2023

SECTION 3: CONFIDENTIAL SESSION

ITEM 3.1 APPOINTMENT OF THE CHIEF EXECUTIVE OFFICER (CEO)

64/23 <u>RESOLVED</u> by Cr M McDonald and Cr Reynolds

- 1. Council appoint the successful candidate as the Chief Executive Officer (CEO) for Upper Lachlan Shire Council in accordance with Section 334 of the Local Government Act 1993, subject to the negotiation of a contract for a term of 5 years.
- 2. Council delegates the negotiation of the contract and conditions to the Mayor with the assistance of the recruitment consultant.
- 3. Council resolves to affix the Common Seal of Council to the Chief Executive Officer contract in accordance with the Local Government Act 1993.

- CARRIED

Councillors who voted for:-Crs P Culhane, P Kensit, J Marshall, M McDonald, N McDonald, D O'Brien, S Reynolds, J Searl and L Woodbridge

Councillors who voted against:- Nil

THE MEETING CLOSED AT 3.10pm

Minutes confirmed 18 MAY 2023

Mayor

6 MAYORAL MINUTES

The following item is submitted for consideration -

6.1 Mayoral Minute

36

Mayoral Minutes - 18 May 2023

ITEM 6.1	Mayoral Minute
FILE REFERENCE	123/116
April 2023	
20 April 2023	Council Meeting – April Deputy Mayor – Radio Interview
21 April 2023	Southern Tablelands Arts – Tuena meeting with Deputy Mayor Mandy McDonald and Acting General Manager Alex Waldron
24 April 2023	Meeting with Acting General Manager
25 April 2023	ANZAC Day commemorative events – Crookwell, Grabben Gullen, Taralga View Club Presentation
26 April 2023	Webinar with Clr N McDonald and Deputy Mayor Mandy McDonald – Electric Vehicle Meeting with Acting General Manager
27 April 2023	Deputy Mayor - Radio Interview Webinar with Clr N McDonald and Deputy Mayor Mandy McDonald – LGNSW Electric Vehicle site Feasibility Meeting with Commonwealth Bank and Deputy Mayor Mandy McDonald
28 April 2023	Southern Tablelands Arts – Gallery meeting with Deputy Mayor Mandy McDonald and Acting General Manager Alex Waldron
May 2023	
1 May 2023	Upper Lachlan Local Recovery Committee Meeting with Acting General Manager
2 May 2023	Meeting with Acting General Manager Veolia Grant Acceptance Presentation with Acting General Manager
3 May 2023	General Manager Interviews with Cr John Searl, Deputy Mayor Mandy McDonald, Warwick Bennett (CEO CRJO)
5 May 2023	Meeting Michael Pilbrow

Mayoral Minutes MAYORAL MINUTE cont'd

8 May 2023	Meeting with Acting General Manager Cullerin Range Windfarm S355 Committee Meeting Crookwell II Wind Farm Community Fund S355 Committee Meeting
9 May 2023	General Manager Interview / Presentation Extraordinary Meeting
11 May 2023	Uniting and ULSC discussions regarding Crookwell/Tarlaga Aged Care
15 May 2023	Meeting with Acting General Manager
16 May 2023	Upper Lachlan Local Recovery Committee Meeting with Acting General Manager
18 May 2023	Council Meeting – May Deputy Mayor – Radio Interview

8 CORRESPONDENCE

The following item is submitted for consideration -

8.1 Correspondence for the month of May 2023 40

Correspondence - 18 May 2023

ITEM 8.1

Correspondence for the month of May 2023

RECOMMENDATION:

That Item 8.1 - [Correspondence/Information] listed below be received:

- 1. Office of Local Government Circular 23-01 Public Spaces (Unattended Property) Act 2021 Conclusion of grace period and updated guidance.
- 2. Office of Local Government Circular 23-02 Information about Ratings 2023-2024.

ATTACHMENTS

1. <u>↓</u>	Circular 23-01 - Public Spaces (Unattended Property) Act 2021	Attachment
	- Conclusion of the Grace period and updated guidance	
2. <u>↓</u>	Office of Local Government – Circular 23-02 – Information	Attachment
	about Ratings 2023-24	



Circular Details	22-43 / 19 April 2023 / A856940				
Previous	22-31 Commencement of Public Spaces (Unattended Property) Act 2021				
Circulars	22-19 Consultation on regulatory proposals for a new Public Spaces				
	(Unattended Property) (PSUP) Regulation 2022 and to commence the PSUP Act				
	21-39 The NSW Government's <i>Public Spaces (Unattended Property) Act</i> 2021				
	19-30 Review of the Impounding Act 1993 and Release of Discussion Paper				
Who should	Councillors/General Managers/Regulatory and Public Space management				
read this	staff				
Contact	Policy Team / 02 4428 4100 / <u>olg@olg.nsw.gov.au</u>				
Action required	Information				

Public Spaces (Unattended Property) Act 2021 – Conclusion of the Grace Period and updated guidance

What's new or changing

Grace Period Ending

- A grace period has been in place since the *Public Spaces (Unattended Property) Act 2021* (the PSUP Act) commenced on 1 November 2022 to provide 6 months for:
 - \circ $\;$ the community to become familiar and comply with the new laws
 - items such as shopping trolleys and share bikes to be safe to use and clearly branded with the operator's contact details
 - owners of personal items, such as kayaks, to understand that these should not generally be stored in public unless under an arrangement with the relevant public land manager.
- Only warnings, rather than fines, have been able to be issued for these Class 1 and Class 2 items during the grace period, which concludes on **30 April 2023**.
- From **1 May 2023** fines for all offences under the Act may be issued.

Feedback and Guidance Updates

- Staff from the Office of Local Government (OLG) have been in regular contact with council staff, members of the public and other stakeholders in recent months to answer policy queries and monitor implementation of the new laws.
- The *PSUP Guidelines* have been updated with new information to reflect the upcoming changes to the law from 1 May 2023 and to provide additional information to support councils to feel confident in implementing the new laws locally.

Communication materials for local communities

• OLG has also updated and published relevant fact sheets, infographics and social tiles for use in communicating the PSUP laws, to reflect the end of the grace period.

What this will mean for your council

- From 1 May 2023, authorised officers may issue fines for all offences under the PSUP Act.
- Authorised officers should ensure they are familiar with the PSUP laws, regulations and updated *PSUP Guidelines* for authorities.

Office of Local Government 5 O'Keefe Avenue NOWRA NSW 2541 Locked Bag 3015 NOWRA NSW 2541 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209 E olg@olg.nsw.gov.au www.olg.nsw.gov.au ABN 20 770 707 468

- Councils should also use the resources available on the PSUP website to educate local communities about the PSUP laws, including the key changes coming into effect on 1 May 2023.
- Councils are encouraged to develop appropriate policy and procedures, in consultation with their local community, in relation to local enforcement action under the PSUP laws. Additionally, councils should communicate and implement any such policies fairly and consistently to ensure there is a common understanding by the community of how the council will apply the PSUP laws within its local government area.

Key points

- The NSW Government is committed to keeping public places safe and accessible for all members of the community.
- The PSUP Act puts the onus on those responsible to manage their items and animals within risk-based timeframes or face strong regulatory action.
- The PSUP Act empowers authorised officers of council to take regulatory action when they reasonably believe property to be unattended, and that the property is causing a safety risk, or access issue, or amenity issue, or has been left in the same place, or substantially the same place, for too long.

Where to go for further information

- The Public Spaces (Unattended Property) Act 2021 and Public Spaces (Unattended Property) Regulation 2022 are available on the Legislation Register at https://legislation.nsw.gov.au/
- Further information, including the PSUP Guidelines and resources for councils to use to educate and update local communities, is available at: <u>https://www.dpie.nsw.gov.au/unattendedproperty</u>.

Brett Whitworth Deputy Secretary, Local Government

Office of Local Government 5 O'Keefe Avenue NOWRA NSW 2541 Locked Bag 3015 NOWRA NSW 2541 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209 E olg@olg.nsw.gov.au www.olg.nsw.gov.au ABN 20 770 707 468



Circular to Councils

Circular Details	23-02 / 8 May 2023 / A849639
Previous Circular	22-06 – Information about Ratings 2022-23
Who should read this	Councillors / General Managers / Council staff
Contact	Performance Team / (02) 4428 4100 / <u>olg@olg.nsw.gov.au</u>
Action required	Information / Council to Implement

Information about Ratings 2023-24

What's new or changing

- The maximum boarding house tariffs for 2023-24 have been determined.
- The maximum interest rate payable on overdue rates and charges for 2023-24 has been determined.
- The Section 603 Certificate fee for 2023-24 has been determined.
- The statutory limit on the maximum amount of minimum rates for 2023-24 has been determined for commencement on 1 July 2023.

What this will mean for your council

Councils should incorporate these determinations into their 2023-24 rating structures and Operational Plan Statement of Revenue Policies.

Key points

Boarding House Tariffs

In accordance with section 516 of the *Local Government Act 1993* (the Act), it has been determined that for the purpose of the definition of 'boarding house' and 'lodging house', the maximum tariffs, excluding GST, that a boarding house or lodging house may charge tariff-paying occupants are:

- a) Where full board and lodging is provided:
 \$432 per week for single accommodation; or
 \$713 per week for a family or shared accommodation
- b) Where less than full board or lodging is provided:
 \$291 per week for single accommodation; or
 \$479 per week for family or shared accommodation

Maximum Interest Rate on Overdue Rates and Charges

In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2023 to 30 June 2024 (inclusive) will be **9.0% per annum.**

Office of Local Government 5 O'Keefe Avenue NOWRA NSW 2541 Locked Bag 3015 NOWRA NSW 2541 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209 E olg@olg.nsw.gov.au www.olg.nsw.gov.au ABN 44 913 630 046 The methodology used to calculate the interest rate applicable for the period 1 June 2023 to 30 June 2024 is the Supreme Court methodology (the Reserve Bank cash rate plus 6%), rounded to the nearest half per cent. The cash rate used for the purposes of the maximum interest rate for local government is based on the cash rate set by the Reserve Bank of Australia on 6 December 2022.

Notice giving effect to these decisions has been published in the NSW Government Gazette (Government Gazette No 146 – 31 March 2023).

Section 603 Certificate

Under section 603 of the Act, councils may issue a certificate as to the amount (if any) of rates, charges, etc. due or payable to the council for a parcel of land. Section 603(2) states the application must be accompanied by the approved fee. In accordance with the approved methodology, the approved fee for 2023-24 is determined to be **\$95**. This is an increase of \$5 from the 2022-23 fee.

This determination applies to the issuing of a certificate for the matters specified in section 603(2) of the Act. Where a council offers to provide other information as an optional service, the council is not prevented from separately determining an approved fee for that additional service. Furthermore, a council is not prevented from determining approved fees for additional services required by an applicant for the expedited processing of a Section 603 Certificate.

Statutory limit on the maximum amount of minimum rates

Following a recommendation by IPART, clause 126 of the Local Government (General) Regulation 2021 will be amended on 1 July 2023 by the Local Government (General) Amendment (Minimum Amounts of Rate) Regulation 2023 so that under section 548(3)(a) of the Act, the maximum amount of the minimum ordinary rate will be **\$590** for 2023-24.

The maximum amount of a minimum special rate (not being a water supply special rate or a sewerage special rate) prescribed by section 548(3)(b) of the Act will remain unchanged at **\$2**.

Where to go for further information

The NSW legislation website at <u>www.legislation.nsw.gov.au</u>.

Brett Whitworth Deputy Secretary Local Government

> Office of Local Government 5 O'Keefe Avenue NOWRA NSW 2541 Locked Bag 3015 NOWRA NSW 2541 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209 E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046

10 INFORMATION ONLY

The following items are submitted for consideration -

10.1	Development Statistics Report	46
10.2	Biosecurity Report	52
10.3	Works In Progress - Construction & Maintenance	55
10.4	Investments for the month of April 2023	60
10.5	Bank Balance and Reconciliation - April 2023	64
10.6	Rates and Charges Outstanding for the month of April 2023	65
10.7	Library Services 3rd Quarter Report 2022/2023	67
10.8	Grants Report	73
10.9	Action Summary - Council Decisions	80

ITEM 10.1 Development Statistics Report

FILE REFERENCE I23/124

AUTHOR Acting Director of Environment and Planning

ISSUE

This report provides Council with an overview of the development control activities that have occurred in the period of 1 April 2023 to 30 April 2023, and an update on the status of the Planning and Development Control department.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

A standard monthly report providing Council with a summary of the development control activities that have occurred in the period 1 April 2023 to 30 April 2023.

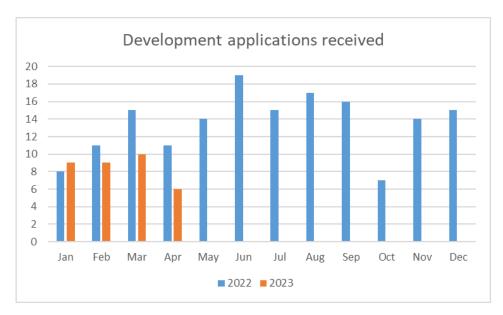
REPORT

This report provides Council with an overview of the development control activities that have occurred in the period of 1 April 2023 to 30 April 2023, and an update on the status of the Planning and Development Control department.

PLANNING STATISTICS

Development Applications

The current level of development activity for this period is summarised in the tables below:



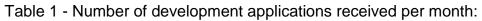
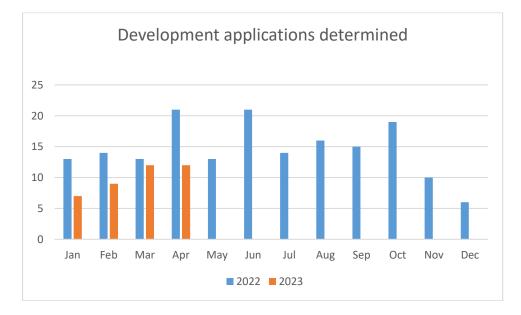


Table 2 - Number of development applications determined per month:



Development Applications Determined By Council (April 2023):

DA Reference	Proposal	Property Details		
161/2006.3	Subdivision	Middle Arm Road, Middle Arm Lots 146, 182, 183 DP 750051, Lot 2 DP 532757 and Lot 4 DP 532758		
128/2022	Primitive Camping Ground	3365 Goulburn Road, Pejar Lot 401 DP 1012308		
149/2021.2	Alterations and additions	Dalton Road, Gunning Lot 100 DP 754118		
151/2022	Farm Building	Gurrundah Road, Gurrundah Lot 20 DP 750019		
156/2022	Dwelling	Taralga Road, Curraweela Lot 4 DP 664456		
169/2022	Bed and Breakfast	251 Adavale Road, Bannaby Lot 1 DP 1190106		
176/2022	Shed	2 Clements Street, Crookwell Lot 6 Sec 11 DP 2383		
179/2022	Dwelling210 Hollydene Road, FullertonLot 75 DP 753053			
184/2022	Shed	28 Graham Crescent, Crookwell Lot 50 DP 1270792		
191/2023	Shed	845 Kialla Road, Crookwell Lot 2 DP 879942		
193/2023	Dwelling	44 Green Avenue, Gunning Lot 325 DP 1280311		
198/2023	Shed	98 Yass Street, Gunning Lot B DP 360431		

Subdivision Certificates

The number of Subdivision Certificates issued per month are detailed below:



Ordinary Meeting of Council held on 18 May 2023 Page 48

Planning Certificates



The number of Planning Certificates issued per month are detailed below

Construction Certificates



The number of Construction Certificates issued per month are detailed below:

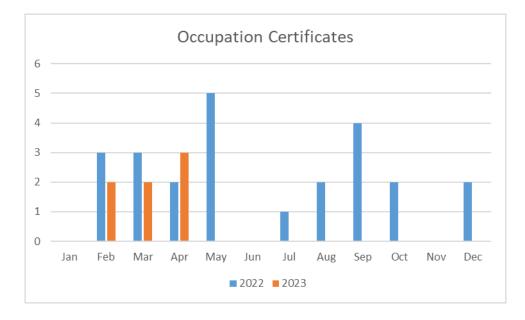
Section 68 Certificates

The number of Section 68 Certificates issued per month are detailed below:



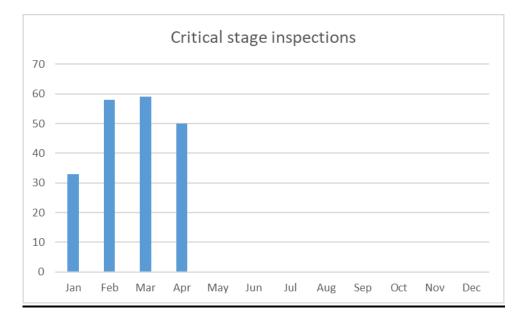
Occupation Certificates

The number of Occupation Certificates issued per month are detailed below:



Critical Stage Inspections

The number of Critical Stage Inspections undertaken per month are detailed below:



RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

ITEM 10.2 Biosecurity Report

FILE REFERENCE I23/117

AUTHOR Acting Director of Environment and Planning

ISSUE

This report is to provide Council with a summary of Biosecurity (weed) control activities undertaken throughout the Upper Lachlan Shire Council Local Government Area.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

The standard quarterly report summarising weed control activities conducted between 31January 2023 and 8 May 2023.

REPORT

The Biosecurity Act 2015 applies equally to all land whether publicly or privately owned. All occupiers of land are required to manage weeds according to their General Biosecurity Duty to prevent, eliminate or minimise the Biosecurity Risk posed or likely to be posed by priority weeds and any legislated requirements identified in the Act or the Regulation – see Part 3 section 22.

Upper Lachlan Shire Council's Biosecurity Officers conducted 236 inspections during the period to 31 January 2023 May 8 2023. Numbers are slightly down this quarter due to one position vacant as well as the officers currently putting inspections on hold while they carry out spraying of priority weeds throughout the shire, especially Blackberry, before the plant goes dormant. Officers will continue inspections this month. ULSC biosecurity staff are still on target to complete the required number of LLS inspections by July 2023 currently sitting at 814. The overall focus of inspections and spraying throughout the shire, during October to January to April was Blackberry. It is important to note that LLS partially fund the biosecurity officers, therefore if the number of inspections is not met, ULSC must fund the gap in wages. Currently, ULSC do not have a dedicated weed sprayer position resulting in a careful balance of biosecurity officers stopping inspections to carry out spraying

Information Only BIOSECURITY REPORT cont'd



Biosecurity Officers will continue to educate the community by providing advice and quarterly priority weed alerts will be run in local media. The Biosecurity staff have booked a weeds information session with the Library to run at both Gunning and Crookwell in spring.

The photos below show the works carried out by Landcare volunteers and Ozfish River Repair Bus over two weekends in March and April. This project was funded through council from funds gained from Local Land Services. The project is to remove woody weeds from riparian areas. Blakney Creek in Dalton, at Fossil Park, was chosen due to the rare Southern Pygmy Perch that call the creek their home. The weed removal is all by hand and uses the "cut and paint" method to control weeds rather than blanket spraying.



Ordinary Meeting of Council held on 18 May 2023 Page 53

Information Only BIOSECURITY REPORT cont'd

Biosecurity Staff have also increased their inspections around Bigga with the focus on Coolatai Grass. Efforts have been made between departments to help identify and prevent the spread of Coolatai Grass with Biosecurity staff meeting various departments on site to identify the plant, providing maps of containments zones as well as erecting bollards to signify where machinery should stop and clean before continuing.



POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

ITEM 10.3 Works In Progress - Construction & Maintenance

FILE REFERENCE I23/78

AUTHOR Director of Infrastructure

ISSUE

This report provides Council with details regarding major construction works in progress or completed and current maintenance work in progress or recently completed in 2022/23.

RECOMMENDATION That –

1. Council receive the report and note the information.

REPORT

A summary of key works are detailed as follows.

Current Works

Grabine Road Reconstruction (Growing Local Economies Program)

The construction of large box culverts at Sandy Creek crossing on Grabine Road were completed in early April 2023. Installation of guard rails and line marking are yet to be undertaken.

Reids Flat Road – Boiler Hill Upgrade

Road upgrade works on the 1km section of Reids Flat Road known as 'Boiler Hill' have been completed in March 2023. The works included drainage and pavement upgrades, scour and erosion protection and bitumen seal.

Jerrawa Road – Pavement Rehabilitation

Pavement Rehabilitation Works started in early February 2023 on the initial 1.5km of Jerrawa Road leaving Dalton. Roadside clearing, culvert replacement and upgrade and earthworks have been completed. Sealing to be carried out in May 2023.

Mulgowrie Road – Gravel Resheet and Bitumen Sealing

Works have been completed on Mulgowrie Road. The works involved gravel resheeting 6km of road along with upgrading and sealing a 500m section of steep hill.

Golspie Road – Pavement Rehabilitation

Pavement Rehabilitation Works started in late April 2023 on a 1.5km section of Golspie Road. Works will include drainage improvements, driveway pipes, gravel overlay and sealing and should be completed by early June 2023.

Pedestrian School Zone Safety Program

Stage 1 (Raised pedestrian crossings) – All works have been completed.

Stage 2 (Line Marking and Signage) – Signs installation has been completed. Line marking works are scheduled be completed by June 2023.

Goulburn Road (MR54) – RMCC (State Road Funding)

Heavy Patching has been completed along with five segments of bitumen resealing.

Upcoming Works

Goulburn Road (MR54) – RMCC (State Road Funding)

Linemarking of the network to be completed during May.

Laggan Road MR248E Rehabilitation (Regional Roads Repair Program)

Upgrade works on Laggan Road in Crookwell between Clifton Street and Woodward Lane addressing pavement and stormwater issues. Works commenced late March 2023 with storm water lines renewed. Preparation works for new kerb and gutter have been completed in Clifton St and Laggan Rd with new kerb and gutter being installed mid May 2023. Works will continue until the end of June 2023.

Peelwood Road Reconstruction (Heavy Vehicle Safety and Production Program)

Construction commenced on Peelwood Road in October 2022. Major drainage works have taken place however works were stopped due to weather conditions with an extension of time for funding approved until December 2023. Works should recommence in September 2023.

Wheeo Road Reconstruction (Heavy Vehicle Safety and Production Program)

Construction commenced on Wheeo Road in October 2022. Major drainage works have taken place however, works were stopped due to weather conditions with an extension of time for funding has been approved until December 2023. Works recommenced in late March 2023 with the first 1km section completed in late April 2023. Earthworks and gravelling will continue until mid-May 2023 when the construction crew will move locations to continue works on Laggan Road rehabilitation.

Timber Bridge Replacements

Bridge components for all three outstanding timber bridge replacements have been delivered and construction has commenced at all three sites.

Construction on Cooksvale Road, over Peelwood River is complete, the existing structure will be removed when all three bridges have been completed.

Construction on Julong Road over the Crookwell River has been placed on hold following discovery of materially adverse site conditions. Additional geotechnical investigations and design work is underway.

Construction on Bridge over Burra Burra Creek on Blue Hills Road is complete with minor pavement realignment required.

Wombeyan Caves Road MR258

This project has been further postponed to allow construction of the Wombeyan Caves Tourism Project being carried out by National Parks and Wildlife Service (NPWS). Council carried out temporary safety measures funded by NPWS and cleaning of the existing culverts which falls under the slope stability works. Both Federal and State funding agreement has been extended until 31 December 2023. Project has been put on hold until additional funding due to cost escalations and new slips onsite, has been acquired.

Tablelands Way (MR 256 – Taralga Rd)

Council has received grant funding from the NSW State Government to upgrade four sections of Tablelands Way (also called Taralga Road or MR256) north of Taralga. These sections have been numbered in order of priority. Section 1 (the highest priority), is the replacement of an underperforming culvert/causeway arrangement over Burra Burra Creek with a single span bridge. Sections 2-4 are road upgrades with several curve realignments, widening and furnishing.

Detail design works on the Tablelands Way Sections are complete other than the gabion retaining walls. Council is in discussion with the designer to undertake the design works for the gabion walls.

Detailed design of the bridge over Burra Burra Creek at Curraweela Section is complete. Construction tenders closed on 16 March 2023 and Council is currently evaluating the tender submissions.

Resealing Program (Fixing Local Roads Round 2)

Council received \$4.3M in grant funding to be spent over the 2021/22 and 2022/23 financial years.

Reseals and reseal preparation works including heavy patching have started on Roslyn Road, with Bigga Road due to start mid to late May as the contractor has been delayed. Cullerin Road is yet to commence. Work is scheduled to be completed by June 2023, weather dependent.

Gravel Road Resheeting Program (Roads to Recovery)

Council's gravel resheeting program for the financial year comprises of \$500k to be spent on Redground Road, Redground Heights Road, Pejar Road, Glenerin Road, and Rugby Road. Glenerin Road has been completed with the rest still to be carried out.

Flood Warning Systems

The scope of works include the upgrade of rain gauges to automated systems in Crookwell, Taralga, Collector and Gunning and installation of a new water level gauge at Gunning. The automated rain gauges and water level gauge will include alert facilities to SES and Council.

The design stage of the project has been completed. Council is currently applying for a grant under the 2023-24 Floodplain Management Program to supply and install the infrastructure.

Saxby and Carrington Street Footpath Works

Footpath works on Saxby Street, Gunning is under construction and expected to be completed in May 2023.

Carrington Street, Crookwell works will continue once water main works are completed by Council's Water and Sewer Department.

Natural Disaster Restoration Works Program

Council crews are continually attending to unsealed roads and rehabilitation of large pavement failures of sealed section. Council has engaged contractors to both manage and undertake the storm damage restoration under the various Natural Disaster declarations.

Regional and Local Roads Repair Program (RLRRP)

Council has received funding through Regional and Local Roads Repair Program (RLRRP) worth \$3,482,373.00 and the Fixing Local Roads Pothole Repair Program worth \$655,884.00. This critical funding injection will ensure completion of road repairs, priority corrective maintenance works and repair of potholes on our local and regional road network. In accordance with the grant deeds, works must be completed by 1 January 2024.

Routine Maintenance - Works in Progress/Completed Recently

Council will continue to prioritize road maintenance based on bus routes, road hierarchy, road damage and road usage. This will result in some roads being maintained as a higher priority and to a higher standard, while others will fall into lower priority category and maintained to a lower standard until the situation returns to normal. The continued wet weather over the past two years has resulted in Council being behind on its scheduled maintenance grading requirements as some roads are requiring additional maintenance.

Council's Infrastructure Department are <u>not</u> doing any private works or selling gravel from any of our pits at the moment due to the requirement to utilise all available time and resources to repair roads and maintain essential services for residents of the shire.

The current unsealed road maintenance grading and repair program is as follows.

Grading completed

- Rugby Rd
- Maryvale Rd
- Gullen Flat Rd
- Bannister Lane
- Prices Lane
- Leary's Lane
- Storrier's Lane
- Walkom's Lane
- Pomeroy Rd
- Rhyanna Road
- Middle Arm Rd
- Greenmantle Road
- Decca Road
- Yarraman Road

In Progress/Upcoming

- Rye Park Road
- Shaws Road
- Birroon Road
- Alton Hill Road
- Clancys Road
- Peelwood Road
- Redground Road
- Bridge Creek Road
- Kangaloolah Road
- Cuddyong Road
- Diamond Road
- Slater Road

RECOMMENDATION That –

1. Council receive the report and note the information.

ATTACHMENTS

Nil

ITEM 10.4 Investments for the month of April 2023

FILE REFERENCE I23/118

AUTHOR Director of Finance and Administration

ISSUE

Council Investment Portfolio Register as at 30 April 2023.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

The investment portfolio register is provided for the information of Council.

REPORT

Investments to 30 April 2023

Investment Institution	Туре	Investment Face Value	Interest Rate	Term Days	Maturity Date	Interest Due
СВА	Call	\$700,000	0.25%	N/A	30-04-23	\$143.84
NAB	TD	\$1,000,000	3.95%	224	03-05-23	\$24,241.10
Bank of Qld	TD	\$1,000,000	4.18%	217	10-05-23	\$24,850.96
СВА	TD	\$1,000,000	3.90%	196	17-05-23	\$20,942.47
СВА	TD	\$500,000	4.05%	210	24-05-23	\$11,650.68
Bank of Qld	TD	\$700,000	4.10%	224	31-05-23	\$17,613.15
Bendigo Bank	TD	\$1,000,000	4.10%	210	07-06-23	\$23,589.04
NAB	TD	\$1,000,000	4.12%	210	14-06-23	\$23,704.11
NAB	TD	\$1,000,000	4.11%	210	21-06-23	\$23,646.58
IMB	TD	\$1,000,000	4.10%	210	28-06-23	\$23,589.04
NAB	TD	\$1,000,000	4.14%	217	05-07-23	\$24,613.15
СВА	TD	\$1,000,000	4.21%	210	12-07-23	\$24,221.92
IMB	TD	\$1,000,000	4.10%	90	18-07-23	\$10,109.59
СВА	TD	\$1,000,000	4.30%	210	19-07-23	\$24,739.73
СВА	TD	\$500,000	4.22%	182	26-07-23	\$10,521.10

Investment Institution	Туре	Investment Face Value	Interest Rate	Term Days	Maturity Date	Interest Due
Bendigo Bank	TD	\$1,500,000	4.30%	90	26-07-23	\$15,904.11
Bank of Qld	TD	\$500,000	4.40%	196	02-08-23	\$11,813.70
NAB	TD	\$1,000,000	4.41%	210	09-08-23	\$25,372.60
СВА	TD	\$1,000,000	4.40%	196	16-08-23	\$23,627.40
IMB	TD	\$1,000,000	4.35%	189	23-08-23	\$22,524.66
СВА	TD	\$1,000,000	4.66%	189	30-08-23	\$24,129.86
IMB	TD	\$1,000,000	4.35%	189	06-09-23	\$22,524.66
Bendigo Bank	TD	\$1,000,000	4.25%	280	13-09-23	\$32,602.74
Bendigo Bank	TD	\$1,000,000	4.30%	273	20-09-23	\$32,161.64
СВА	TD	\$1,000,000	4.63%	217	05-10-23	\$27,526.30
Bank of Qld	TD	\$1,000,000	4.63%	217	11-10-23	\$27,526.30
Bank of Qld	TD	\$1,000,000	4.50%	217	18-10-23	\$26,753.42
Bank of Qld	TD	\$1,000,000	4.60%	217	25-10-23	\$27,347.95
NAB	TD	\$1,000,000	4.75%	244	01-11-23	\$31,753.42
Bendigo Bank	TD	\$1,000,000	4.65%	251	08-11-23	\$31,976.71
Bank of Qld	TD	\$1,000,000	4.60%	231	15-11-23	\$29,112.33
IMB	TD	\$1,000,000	4.30%	231	22-11-23	\$27,213.70
Bank of Qld	TD	\$1,000,000	4.75%	279	06-12-23	\$36,308.22
		\$31,400,000				\$764,356.16

Information Only INVESTMENTS FOR THE MONTH OF APRIL 2023 cont'd

COUNCIL INVESTMENT PERFORMANCE: -

BUDGET COMPARISON TO 30 APRIL 2023

Interest on Investments Received YTD	\$430,574
Annual budgeted amount for all funds	\$294,600
Percentage of Interest Received YTD	146.13%
Percentage of Year Elapsed	83.56%
Average market interest rate (90 day BBSW)	3.67%
Average return on all investments	4.33%

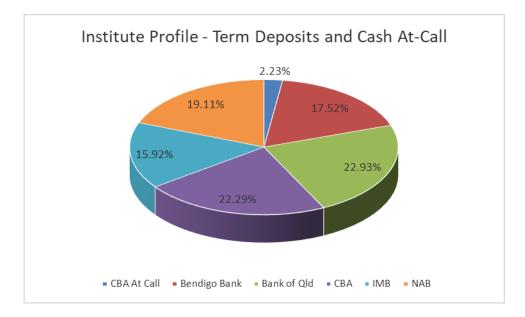
The above investments have been made in accordance with Section 625, of the Local Government Act 1993, the Local Government Regulations, the Ministerial Investment Order and the Council's Investment Policy.

Information Only INVESTMENTS FOR THE MONTH OF APRIL 2023 cont'd

FINANCIAL INSTITUTION INVESTMENTS PROFILE AS AT 30 APRIL 2023

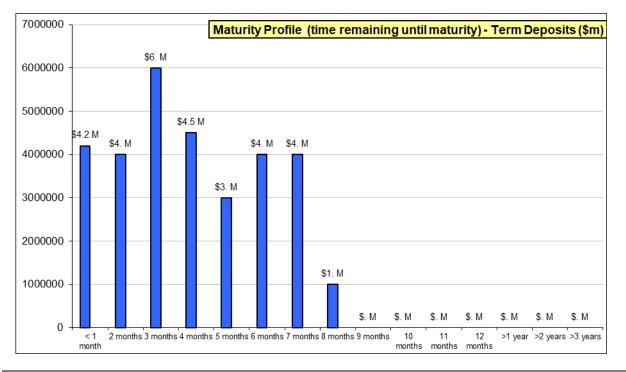
The following chart shows the current distribution of Council's investment portfolio between the authorised financial institutions used. The current distribution of funds between institutions complies with Council's Investment Policy which states:-

"The maximum percentage that may be held in term deposits with any one financial institution is 25% of the portfolio, and the maximum to be held in at-call accounts be no more than 15%."



INVESTMENTS - MATURITY PROFILE AS AT 30 APRIL 2023

The following chart illustrates the maturity profile of Council's investment portfolio showing the amount of time remaining until current term deposits mature. This demonstrates that Council's investing activities should meet future cash flow requirements.



Ordinary Meeting of Council held on 18 May 2023 Page 62

SUMMARY OF AVAILABLE CASH AT 30 APRIL 2023

TOTAL INVESTMENTS: -	\$ 31,400,000	
INVESTMENTS BY FUND (INCLUDES	RESTRICTED AND UNRESTRIC	TED
CASH): -		
General Fund Reserves	\$ 19,120,830	
Water Supply Fund Reserves	\$ 3,657,854	
Sewerage Fund Reserves	\$ 6,277,531	
Domestic Waste Management Fund Reserve	es \$ 2,335,164	
Trust Fund Reserves	\$ 8,621	

POLICY IMPACT

Investments are in accordance with Council's Investment Policy and Strategy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

ITEM 10.5	Bank Balance and Reconciliation - April 20	023		
FILE REFERENCE	I23/119			
AUTHOR	Director of Finance and Administration			
ISSUE				
Statement of Bank E	Balance and Reconciliation as at 30 April 2023.			
RECOMMENDATIC 1. Council receive	DN That - e and note the report as information.			
BACKGROUND Nil				
REPORT <u>STATEMENT OF B</u>	ANK BALANCE & RECONCILIATION			
General Ledger Bala	ance brought forward 31 March 2023	343,972.88		
Add: Receipts for Ap	oril 2023	4,106,177.88		
Deduct: Payments for	or April 2023	4,450,150.76 4,678,912.04		

 Balance as at 30 April 2023
 -228,761.28

 Balance as per Bank Statement 30 April 2023
 537,981.53

 Add: Outstanding Deposits
 905.06

 538,886.59
 538,886.59

 Less: Unpresented Cheques/ EFTs
 767,647.87

 Balance as at 30 April 2023
 -228,761.28

POLICY IMPACT Nil

INII

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

ITEM 10.6 Rates and Charges Outstanding for the month of April 2023

FILE REFERENCE I23/120

AUTHOR Director of Finance and Administration

ISSUE

Rates and Charges Outstanding Report to 30 April 2023.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

A Summary report of the Rates and Charges outstanding at 30 April 2023 is detailed.

REPORT

There is an attached report titled "Rate Collection Year 2023" for the 2022/2023 financial year. A comparison of the rates and charges outstanding percentage to previous financial years is highlighted in the below table:-

Description	30/04/2023	30/04/2022	30/04/2021
Total % Rates and Charges Outstanding	16.28%	15.76%	17.27%
Total \$ Amount Rates and Charges Outstanding	\$2.303million	\$2.116million	\$2.185million

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. Rate Collection Year - May 2023 Attachment

Rating Categories	Levy Raised	Rates Received to	Rates Outstanding to	% Rates Outstanding
	to date	30 April 2023	30 April 2023	30 April 2023
		Le Le		
Farmland	5,440,094.54	4,474,890.64	965,203.90	17.74%
Residential	1,453,045.16	1,179,705.87	273,339.29	18.81%
Rural Residential	811,503.49	679,597.90	131,905.59	16.25%
Business	604,841.54	531,457.79	73,383.75	12.13%
Mining	2,083.54	1,563.49	520.05	24.96%
Water	1,117,595.84	915,680.05	201,915.79	18.07%
Sewerage	1,795,627.73	1,468,990.50	326,637.23	18.19%
Domestic & Comm Waste	1,523,907.48	1,242,297.45	281,610.03	18.48%
Rural Waste	824,964.61	683,357.86	141,606.75	17.17%
Storm Water	48,965.74	39,439.44	9,526.30	19.46%
**Arrears	528,300.56	455,508.59	72,791.97	13.78%
Credits		175,295.09	-175,295.09	
Overall Total Rates	14,150,930.23	11,847,784.67	2,303,145.56	16.28%

Rate Collection 2023 Year

Prepared by MUCMON Date 1/5/23. Authorised by Adven G. Geke Date 2/5/2023.

I:\2022-2023\Rates\Recs\%oust_April 30 - 2023

ITEM 10.7 Library Services 3rd Quarter Report 2022/2023

FILE REFERENCE I23/112

AUTHOR Library Manager

ISSUE

This report provides a summary of the activities in the Upper Lachlan Shire Council libraries for the 3rd Quarter 2022/2023 as at 31 March 2023.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

LIBRARY USAGE:

	Crookwell	Gunning	
Loans*	2,941	1,295	
New Members†	34	9	
Internet Sessions	509	224	
Wi-Fi Hours	749	536	
Visitors	4,102	2,569	
Hours open per week	31.5	19	
*Quarterly loans do not include e-book † Crookwell member number			,

OVERVIEW:

- The main focus this quarter was the installation of the new shelving and furniture at both Libraries. This was a huge task, and all available staff worked very hard to get everything completed and the Libraries open after a week closed at each branch.
- Most new furniture and shelving has now been installed, with some items still to be delivered. This includes a new circulation desk at Crookwell Library, which has been delayed.

Feedback

- Library staff received positive feedback from the public this quarter, including:
 - $\circ\,$ "Lesley, thank you for recommending this BEAUTIFUL book. I enjoyed every word"
 - "The Library and staff have been fantastic to use during our stay here from Ireland"

- "Very happy after Lesley helped us to print out precious photos of my Grandma. She did a fantastic job!"
- There was also plenty of feedback about the updated spaces:
 - "The Library looks light and bright"
 - "I love the new adjustable desks"
 - "It's great to have the lower shelves and be able to reach things"
 - "Very welcoming decor!"
 - "Looks great"
 - "Looks lovely, well done"
 - "Wow, looks fantastic! Well done guys"
 - "Looks amazing"
 - "Fabulous!"
 - "It's simply stunning"

EVENTS AND PROMOTION:

Online:

- The monthly Library email newsletter has continued this quarter, being sent to more than 1,300 people each month.
- The Library's Facebook page was used to engage and inform members, with 69 posts reaching nearly 39,000 people on topics such as Library services and resources, new arrivals, events and activities, community engagement and outreach, and service interruptions.
- The Library continued to post to our Instagram page, with 43 posts made during the quarter reaching more than 1,100 people.
- The Library webpage displayed Recent Fiction, and New eBooks to Borrow from Home, as well as special displays on upcoming events, school holiday activities, and the Library refurbishment.

Crookwell and Gunning Libraries:

- The Gunning Library Crafternoon continues to be popular, with 68 people attending during the quarter to take part in watercolour painting and more.
- The Friends of Crookwell Library held their monthly Scrabble activity with 13 people attending during the quarter. The Friends continue to run the session and sponsor afternoon tea.
- The Friends of Gunning Library have continued to meet and grow their numbers. They have run several successful raffle fundraisers, with more planned for later in the year.
- The Library has started an adults' Reading Challenge for the 2023 year. Members will read books starting with the letters A-Z – 23 books across the year. This is to encourage members to read more and in different areas than they might normally read.
- Our Libraries have continued with visits from the NBN Co Digital Mentor to assist borrowers with technology questions. Three people attended these sessions at both branches.
- As part of Library Lovers Day both Libraries ran memoir writing sessions, funded by the respective Friends of the Library. 12 people took part across the two sessions.
- Gunning Library supported Creative Gunning at the launch of the Gunning Station Art Gallery with old books for use in making new artworks in their Altered Books workshop.

- Crookwell Library ran a Seniors Book Chat session as part of Seniors Week, then repeated as a monthly activity in March, with two people taking part.
- During the quarter, displays showcasing a selection of fiction and non-fiction items from the libraries were displayed in prominent areas. These displays provided an interesting variety of items for loan with a different theme and show the breadth of items in the collections. The Crookwell Library displayed items on Cracking Good Reads, New Year New You, Summer Reading Club, Starting School, Your town on show, Blind date with a book, Australian Reading Hour, and Crookwell Country Weekend. Gunning Library displayed items on New Year New You, Yellow, Library Lovers Day, Valentines Day, Blind Date with a Book, Blue and Getting to know you. Both Libraries also displayed new items in 'new book' displays throughout the Library.
- Promotional articles and columns were published in the Upper Lachlan Gazette, Upper Lachlan Library Service Facebook page, Council Website, Council's Facebook page, the Bulletin, local school newsletters, and Gunning Library Activities regular column in the Gunning Lions Newsletter.

CHILDREN AND YOUNG PEOPLE:

- The Library began a new engagement initiative for young members aged 1-12 years. In the month of their birthday young members will receive a brief letter wishing them happy birthday and a personalised bookmark to colour in. They can bring this bookmark in to the Library to be laminated, and receive a Library badge. This is intended to bring members back into the Library, and encourage new membership in the Junior category.
- Outreach visits continued to be offered to all schools in the Shire this quarter, with the following schools enjoying a visit from Library staff with a story and craft activity:
 - Bigga Public School
 - o Binda Public School
 - Breadalbane Public School
 - Collector Public School
 - Crookwell Public School
 - Laggan Public School
 - o St Mary's Primary School

This year the outreach visits include collaboration with the Crookwell Academy of STEM. The activity involved reading a picture book, talking about the STEM process, and then building a project from paddlepop sticks and tape. This collaboration will continue with new picture books and STEM projects in term 2.

- In this quarter, 43 people attended Storytime at Gunning Library, with 23 people attending Storytime at Crookwell Library.
- In this quarter, 30 people attended Lego Club at Gunning Library, with 58 people attending Lego Club at Crookwell Library.
- Crookwell Library ran Dungeons and Dragons session for teens and young adults, with 40 participants across five sessions.

- Summer school holiday activities were held at both branches during this quarter:
 - Manga drawing workshop at Crookwell Library, with 12 children and teens taking part
 - Gunning Library ran an activity to make a spoon friend, with 4 children getting involved.
 - Crookwell Library hosted a dinosaur dig activity, with 18 participants digging up mini skeletons and identifying their finds in Library books
 - Gunning Library hosted a slime-making workshop, with 12 children taking part.
 - A Butterfly Mosaic activity at Crookwell Library, with 6 participants
- The kids Summer Reading Club program ended at the beginning of the quarter, running across December and January. Children and young people received an activity pack, and for every five books or hours of reading could redeem a prize. Prizes included mini blocks and vouchers for milkshakes at local cafes. Participants read 665 books overall, and at the end of January were entered into a grand prize draw for a voucher to Taralga Wildlife Park and signed audiobooks from Sally Rippin. Our winners visited the Libraries to pick up their prizes.

COLLECTIONS, RESOURCES AND FACILITIES:

Collections

- Stock rotation of the majority of items has continued well, with comments on the variety of new items being seen at each branch.
- All collections were weeded at both locations prior to the installation of the new shelving. Items have been donated to local nursing homes and the Friends of the Library for their book sales.
- Agreed with Goulburn Mulwaree Library to conduct a diversity assessment over the adult fiction collection
- Agreed with Goulburn Mulwaree Library to update catalogue subject headings for Junior materials to make them easier to search and find.

Resources

- Volunteers completed 30.75 hours of work in the Crookwell Library and 5 hours of work in Gunning Library, with three new volunteers starting during the quarter. This quarter volunteers assisted with shelving, home library service deliveries, and the reservation pick list.
- Volunteer name badges have been obtained to help identify volunteers in the Library and in the community when making deliveries.
- Three staff have enrolled in Certificate III in Library and Information Services under the Fee Free TAFE opportunity.
- A Return to Work Council staff member has started working for 3 hours per week at Crookwell Library.
- A staff meeting was held on 24 February, with most staff able to attend.
- In this quarter the Library Manager:

- Attended Meetings
 - Met with HR and Governance to discuss Council's approach to Child Safe Compliance, and provided feedback on new policies in this area.
 - Arranged with Goulburn Mulwaree Library and the NSW State Library for a visit in May for the Public Library Services assessment and compliance program
 - Attended NSW SPUN meeting virtually
 - Attended Council manager's meetings
 - Attended the South East Zone meeting in Jindabyne
 - Attended a Crookwell Neighbourhood Centre meeting
- Managed Library Finances, Administration and Reporting
 - Suggested Council nominate a Councillor to also attend South East Zone meetings
 - Confirmed Library fees and charges for 2023/24. Most charges to remain the same, with only the ILL charge to increase in line with ALIA/ILRS direction.
 - Discussed Library budgets and planned projects for 2023/24 with Financial Services Contractor and Chief Executive Officer.
 - Discussed with Chief Executive Officer converting Library spending on collections from an operational expense to a capital expense, to be depreciated as an asset across 5 years. This would align Council with the NSW State Library's suggested approach.
 - Agreed fees and charges and resources budget breakdown for 2023/2024 with Goulburn Mulwaree Library under the SLA.
- Organised Programs and Outreach, and Promotions
 - Liaised with Hume Conservatorium of Music for some 'taster' session of early childhood music at both Libraries, and began to look for grant funding to support an ongoing program.
 - Confirmed and returned the signed grant funding deed for the Youth Wellbeing grant to provide Dungeons and Dragons activities to teens and young adults.
 - Arranged for a monthly subscription to Mail Chimp for the Library eNewsletter, following a change to their service model.
 - Ordered new pull-up banners and pens for Library promotions and for use in Library events.
 - Confirmed Youth Week, school holiday, and other activities.
- Managed Work Health and Safety
 - Obtained high-vis vests and whistles to complete Emergency Evacuation Kits at both Libraries.
 - Ordered new projector screen for Gunning Library, to replace unsafe existing screen.
- Managed Library Systems and Technology
 - Discussed and agreed with the South East Zone that we would end our joint Overdrive subscription at the end of June 2023 and move to providing eMagazines through BorrowBox, as well as eBooks and eAudiobooks.
 - Completed testing of planned Spydus minor update.

- Discussed with Goulburn Mulwaree Library to adjust the handling of expired reservations.
- Discussed with Goulburn Mulwaree Library plans for a Spydus major upgrade in late 2023.
- Managed Library Refurbishment
 - Organised Library closure and assistance from other Council areas during the refurbishment.
 - Discussed with Abax Kingfisher about refurbishment items that were damaged before delivery, and their approach to remedy this matter.
 - Organised for community groups and individuals to take old furniture and shelving from the Libraries, following the installation of new furniture and shelving.
 - Discussed with QLS the new circulation desk and a suitable date for delivery.

Facilities

- A Hazard Inspection was completed at Crookwell Library, with the driveway trip/slip hazard highlighted.
- Air conditioning units at both Crookwell and Gunning were serviced.
- Pest and termite spraying completed at Crookwell Library.
- The sliding door at Crookwell was serviced.
- A window at Gunning Library was cracked during the new shelving installation there. Maintenance staff made the window safe and repaired it, with costs to be charged to the shelving installer.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 18 May 2023

ITEM 10.8 Grants Report

FILE REFERENCE I23/121

AUTHOR Acting General Manager

ISSUE

This report advises Council of grants available, grant applications in progress, submitted or unsuccessful applications and grant projects funded.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

The Grants Report is an attachment to this report for Councillors information.

A list of grants available and ongoing grants listed on Council's website can be accessed by the following link:

https://www.upperlachlan.nsw.gov.au/community/grants

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1.1. Grants and Projects Report for Council April Attachment

Grants and Projects Report to Council - March 2023

Grant Applications in prog	ress								
Grantee	Due or Submitted	Project	 ouncil ntrib.	Othe Contribu		Amount equested	Subtotal	Project Cost	Comment/Progress
EPA	19-Apr-23	Illegal Dumping and Flood Waste Recovery Program				\$ 516,442	\$ 516,442	\$ 516,442	Application lodged
Regional Road Repair Program 23/24	30-Apr-23	MR241 Dalton Road Rehabilitation	\$ 332,000			\$ 332,000	\$ 664,000	\$ 664,000	Application lodged
Floodplain Management Program	17-Apr-23	Flood Warning Systems Construction	\$ 47,400			\$ 189,600	\$ 237,000	\$ 237,000	Application lodged
Disaster Ready Fund - Round 1	14-Feb-23	Gunning Flood Mitigation Works	\$ 350,000			\$ 2,400,000	\$ 2,750,000	\$ 2,750,000	Application recommended for consideration
Community Heritage Grants	2-Dec-22	ULSC Oral Aboriginal History Project	\$ -	\$	-	\$ 50,000	\$ 50,000	\$ 50,000	Successful Applications yet to be notified.
Strong and Resilient Communities (SARC) Activity – Inclusive Communities	3-Nov-22	Youth Engagement Officer and Project Funding	\$ -	\$	-	\$ 360,000	\$ 360,000	\$ 360,000	Application Unsuccessful
		Kangaloolah Road Upgrade Binda	\$ 500,000	\$	-	\$ 7,832,500	\$-	\$ 7,832,500	
Remote Roads Upgrade Pilot	2-Mar-22	Rugby Road Upgrade Crookwell	\$ 400,000	\$	-	\$ 7,366,000	\$-	\$ 7,366,000	Application lodged
Program	2-10101-22	Foggs Crossing Upgrade Bigga	\$ 435,750	\$	-	\$ 8,090,250	\$-	\$ 8,090,250	Application louged
		Greenmantle Road Upgrade Bigga	\$ 492,600	\$	-	\$ 9,359,400	\$-	\$ 9,359,400	
Grant Projects Funded									
Grantee	Submitted	Project	ouncil ntrib.	Othe Contribu		Amount Received	Subtotal	Project Cost	Comment/Progress
Veolia	22-Feb-23	Lin Cooper Sport Amenities Upgrade (demolition and finishings)				,000 GST)	100,000 (incl GST)	100,000 (incl GST)	Application successful
Regional Youth - Children and Young People Wellbeing Recovery Initiative	31-Mar-22	Regional Youth - Small Grant (Dungeons and Dragons activities in the Library)				\$ 6,120	\$ 6,120	\$ 6,120	Activities are going well, with plans to provide a write-up to the funding body in the next month.
OLG NSW Sever Weather and Floods - AGRN 1025		Natural Disaster Funding - various programs				\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	Application successful
Fining Country Boods Borned C	14-Oct-22	Peelwood Road (co funded by Heavy vehicle safety and productivity program)	\$ 60,000	\$ 432	,000,	\$ 650,180	\$ 1,142,180	\$ 1,142,180	Funds to suppliment ongoing project and all works to be completed by end FY24.
Fixing Country Roads Round 6	14-Oct-22	Wheeo Road (co funded by Heavy vehicle safety and productivity program)	\$ 85,000	\$ 573	,288	\$ 797,012	\$ 1,455,300	\$ 1,455,300	Funds to suppliment ongoing project and all works to be completed by end FY24.
Fixing Local Roads - Round 4 - Region South	9-Sep-22	Breadalbane Road	\$ 150,857	\$	-	\$ 1,005,712	\$ 1,156,568	\$ 1,156,568	Surveyors engaged, design to be completed prior to Sep 23 and construction to start Sep 23 and complete end of FY24.
Regional Airport Program Round 3		Safety Upgrade Crookwell Aerodrome: smoothing ruts on airstrip, laying gravel base and sealing access road and pads for hangar construction and fencing	\$ 124,000	\$	-	\$ 124,000	\$ 248,000	\$ 248,000	Work will commence before end of FY23 on the access road and gravel pads

Item: 1	0.8	
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Grantee	Submitted	Project	Council ontrib.)ther ribution	I	Amount Received	Subtotal	Project Cost	Comment/Progress
Local Roads and Community Infrastructure Phase 4		Council's Contribution for MAAC Stage 2 Heated Pool, Running/Walking Track and Exercise Bikes		\$ -	\$	1,203,040	\$ 1,203,040	\$ 1,203,040	Application Successful
Fixing Local Roads Pothole Repair Program round 2 (Regional and Local Roads Repair Program		Pothole Repair in the Shire between 1 December 2022 and 1 January 2024			\$	3,482,373	\$ 3,482,373	\$ 3,482,373	Work plan has been lodged to TfNSW. Works under this grant to commence after funds from round 1 finishes.
Female Friendly Community Sports Facilities		Female Friendly and Safe Gunning Pool Change Facilities and Amenities	\$ 15,000	\$ -	\$	500,000	\$ 515,000	\$ 515,000	Application Successful, Building scope of works to engage RFT
Creative Capital Grant		Gunning Shire Hall Rejuvenation	\$ 12,299	\$ 2,000	\$	92,623	\$ 106,922	\$ 106,922	Grey chairs have been delivered and curtains have been ordered. Installation of lighting upgrades May/June. Ramp construction to be packaged with Gunning Court House and Crookwell Admin ramps to be more appealing to contractors.
Heritage NSW Grants	2-Dec-22	Local Heritage Advisor, Local Government Heritage Grants	\$ -	\$ 25,000	\$	25,000	\$ 50,000	\$ 50,000	Application Successful
Fixing Local Roads Pothole Repair Program Round 1	8-Nov-22	Pothole Repair in the Shire between 1 December 2022 and 1 January 2024	\$ -	\$ -	\$	655,884	\$ 655,884	\$ 655,884	Works ongoing, funds to be spent by end of FY23.
Stronger Country Communities Fund (Round 5)	23-Sep-22	Program 1 Sustainable fit out for Crookwell Multi Aquatic Activity Centre - includes solar	\$ -	\$ -	\$	829,915	\$ 829,915	\$ 829,915	Application Successful
Crown Reserves Improvement Fund	3-Jun-22	Power Upgrade Gunning Showground	\$ 39,350	\$ -	\$	203,860	\$ 243,210	\$ 243,210	Application Successful. Concept designs for review.
Regional Reconnecting Grant	15-Jul-22	Upper Lachlan Christmas Fair 3 December 2022. Multi Sport Come and Try Day 21 January 2023. Other events TBC	\$ -	\$ -	\$	239,651	\$ 239,000	\$ 239,000	Events complete. Aquittal due 8th May 2023.
		Gunning Saxby & Warrataw Street Footpath	\$ -	\$ -	\$	150,000	\$ -	\$ 150,000	Works are 90% complete, scheduled to complete by May 2023.
2022/23 Walking & Cycling Program	28-Feb-22	Crookwell Carrington & Northcott Street Footpath	\$ -	\$ -	\$	185,000	\$ -	\$ 185,000	Application successful. Design complete, part work delayed until water and sewer completes water main works. scheduled to complete by June 2023.
Regional Road Repair Program	29-Apr-22	MR248 Laggan Road. Widen shoulder 1m both side, 200mm overlay total width, Lime stabilization for soft patches, pipe culvert extension and replacement, installation of traffic signage and guide post, double coat of bitumen sealing, line marking	\$ 332,000	\$ -	\$	332,000	\$ 664,000	\$ 664,000	Survey & Design Works Complete. Construction works ongoing and scheduled to be complete by June 2023.
Road Safety Program, School Zone Infrastructure Sub Program	21-Mar-22	Various Roads - Upper Lachlan - Dragons Teeth, patches and signs.	\$ -	\$ -	\$	263,300	\$ 263,000	\$ 263,000	Signage works are complete, delay with line marking contractor, works reuired to be complete by EFY 23.
Department of Industry, Science and Resources	13-Oct-22	Wombeyan Caves Road - Slope Stabilisation	\$ -	\$ -	\$	350,000	\$ 350,000	\$ 350,000	Project delayed due to NPWS project at the caves, project on hold pending additional funding
Transport NSW (TfNSW)	13-Oct-22		\$ -	\$ -	\$	350,000	\$ 350,000	\$ 350,000	due to additional scope and price escalations.

Item: 10.8

Grantee	Submitted	Project	Council Contrib.	-	ther ibution	Amount Received		Subtotal	Pro	oject Cost	Comment/Progress
Multi Sport Community Facility Fund	25-Feb-22	MAAC Stage 2 Heated Pool, Running/Walking Track and Exercise Bikes	\$ 1,188,366	\$	-	\$ 1,188,366	\$	-	\$	2,376,732	Project commenced. Slab has been poured and walls formed. Exercise bikes purchased.
NSW Planning Portal API Grant Program	9-Jun-22	ULSC Planning portal API augmentation. Integrating documents submitted over the planning portal into Council's records management system	\$ -	\$	-	\$ 80,000) \$	80,000	\$	80,000	Project progressing
Open Space Program - Places to Play	4-Mar-22	Wattle Glen Adventure Park Grabben Gullen	\$ -	\$	-	\$ 500,000	\$	-	\$	500,000	Landowner has withdrawn from this project.
Psychosocial Community Grants	24-Apr-22	Staff Wellbeing Program	\$ -	\$	-	\$ 24,300	\$	24,300	\$	24,300	April content delivered. May and June to come.Very successful when delivered face to face with the workforce.
NSW State Library's Public Library Infrastructure Grant	22-Oct-21	Upper Lachlan Shire Libraries Building Upgrade	\$ -	\$	-	\$ 189,564	\$	189,564	\$	189,564	Still waiting for final joinery and circulation desk to be delivered. No date available at this stage.
Preparing Australian Communities Local Stream	6-Jan-22	Upgrade to Crookwell Emergency Operations Centre	\$ 20,920	\$	-	\$ 67,480	\$	88,400	\$,	New location for EOC identified: Council Chambers and Emily Chalker Building. Work has commenced to install new IT in both locations. Blinds have been installed at Emily Chalker building.
Black Summer Bushfire Recovery Grant	6-Oct-21	Taralga Dam: Preliminary assessments and design	\$ 20,000	\$	-	\$ 875,000	\$	895,000	\$	895,000	Scope of works for the project complete. Tender prepared and awarded. Preliminary study to qualify location has been complete. Investigations and Assessments to commence shortly. Land evaluation has been ordered and paid for and we are awaiting a report.
		Stage 2 MAAC Multi Purpose Aquatic and Activity Centre: Toddlers pool and amenities	\$ 1,200,000	\$	-	\$ 1,200,000	\$	2,400,000	\$	2,400,000	Detail excavation, stormwater works and in- ground hydraulic works have been completed.
Local Roads & Community Infrastructure Grant Phase 3	5-Oct-21	Stormwater in North St, Gordon St, Soudan Rd, Wolseley Rd in Crookwell and Warrataw and Yass St in Gunning	\$ -	\$	-	\$ 650,000	\$	650,000	\$		Crookwell stormwater is now complete. Gunning stormwater project is in preliminary investigation stage. Council is assessing the level of protection that can be provided within the current budget allowance.
		Gravel re-sheeting Boiler Hill Reid Flat Road	\$ -	\$	-	\$ 550,000	\$	550,000	\$	550,000	Work has been completed.
Regional Sport Facilities Fund (Round 2)	8-Oct-21	Lin Cooper Sport Amenities Upgrade	\$ 20,000	\$	-	\$ 978,601	L\$	998,601	\$	998,601	Modular building in manufacture. Placement and aspect in final negotiation.
Veolia Mulwaree Trust	15.09.21	Equipment for Coleman Park Inclusive Play space	\$ -	\$	-	\$ 50,000	\$	50,000	\$	50,000	Playground Concept design complete. Contract awarded to ModuPlay. Final design to be approved. Variation requested new project end date 30 June 2023

	Item:	10.8		
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Grantee	Submitted	Project	ouncil ntrib.	ther ribution	Amount Received	Subtotal		Project Cost	Comment/Progress
Council Litter Prevention Grant	8-Nov-21	Just Bin it - Big Belly bins and cigarette bins in Crookwell, Taralga and Gunning	\$ 2,500	\$ -	\$ 57,217	\$ 59,7:	.7 \$	59,717	The 4th bin will be located at Matts Bakery and is booked to be installed. Council held a stall in Crookwell to raise awareness of the EPA don't be a tosser campaign handing out merchandise. Gunning will be the next stall.
	11-Apr-22	Gunning Picture House Gallery Roof Restoration	\$ 5,150	\$ 11,000	\$ 498,522	\$ 514,67	2 \$	514,672	Preparing tender documents. Will go out to tender in March 2023.
Creative Capital Grant	26-Oct-21	Gunning Court Room upgrade	\$ -	\$ 10,000	\$ 65,559	\$ 75,55	9 \$	75,559	Equipment purchased. Grand Piano Performance and Opening Day was successful. Ramp project to be packaged with Gunning Hall and Crookwell Admin ramps to be more appealing to contractors. Review completion due date and request extension if required.
		Mulgowrie							Work has been completed.
Fixing Local Roads Round 3	16-Jul-21	Julong Road	\$ 75,000	\$ -	\$ 925,000	\$ 1,000,00	10 \$	1,000,000	95% Complete. Further work has been delayed due to the current bridge works and the inability to get required heavy machinery across the other side until bridge has been completed.
		Middle Arm Roads							Work has been delayed. Due to commence June 2023
School Zone Infrastructure		School zones in Crookwell, Collector, Gunning and Taralga		\$ -	\$ 500,000		\$	500,000	Project Completion Reports lodged, finance to provide finacial certificates.
Integrated Water Cycle Management	9-Jun-21	Delivery of an Integrated Water Cycle Management (IWCM) Strategy for Upper Lachlan Shire Council.	\$ -				Ş	349,096	The IWCM Project has commenced. Delivery of IWCM Strategy - Re-evaluating Taralga Secure Yield to incorporate bore water production. Issues Paper under review with expectation to have comments returned to PW 28/4/2023.
Bushfire Local Economic Recovery Fund (BLERF)	28-Jan-21	Visitors Information Centre	\$ 150,000	\$ -	\$ 2,462,947	\$ 2,612,94	7\$	2,612,947	All in ground hydraulics and stormwater has been completed for the building. All reinforcement and formwork has been completed and the slab has now been poured. This includes all the structural steel cast-ins. The slab will now sit to be cured and then the structural steel will be installed.
Regional Connectivity Program	17-Nov-20	Upper Lachlan Rural Connectivity Solution	\$ 15,000	\$ 90,000	\$ 298,405	\$ 403,40)5 \$	403,405	23 of the 35 sites have been completed with AAA status on 26 sites. The remaining sites have had the landowners identified and on target to complete over the next 3 months.
Everyone Can Play	3-Nov-20	Coleman Park Inclusive Play Space	\$ 150,000	\$ 150,000	\$ 300,000	\$ 600,00	0 \$	600,000	Final design complete. Equipment ordered. Expected delivery April 2023

Grantee	Submitted	Project		Council ontrib.	Cor	Other tribution	Amount Received	Su	ıbtotal	Р	roject Cost	Comment/Progress
Crown Reserves Improvement Fund	8-Jul-20	Crookwell Caravan Park Improvements	Ş	30,000	Ş	-	\$ 117,818	\$	147,818	Ş	147,818	Project almost complete, solar lights installed, new electrical and water reticulation, drainage, bins and footings for lights complete. CCTV is in. Waiting on the digital signage board and installation. Timeframe 4-5 weeks installation after 50% of accounts paid. Deposit being processed now - Confirming artwork with designers. On track for install in 5-6 weeks.
Local Roads and Community Infrastructure Grant - Phase 1	1-Jul-20	Multipurpose Aquatic and Activity Centre Stage 1 (25m pool	\$	770,000			\$ 1,203,040					Demolition completed. Constructed the new concrete outdoor pool. Delivery of all myrtha pool system equipment. Now commencing the
Local Roads and Community Infrastructure Grant - Phase 2	7-Oct-20	and demolition); In addition Coleman Park Playground \$150,000					\$ 863,878	\$	2,836,918	\$	2,836,918	pool installation. Balance tank floor slab has been poured and we have commenced construction of the walls.
Bushfire Community Recovery and Resilience Fund (BCRRF)	26-Oct-20	Upper Lachlan Rural Connectivity Solution	\$	-	\$	-	\$ 75,000	\$	75,000	\$	75,000	All towers now complete with final acquittal to be prepared.
Fixing Local Roads - Phase 2	11-Dec-20	Various Reseals - Cullerin, Bigga, Fullerton, Jerrawa, Peelwood, Collector, Roslyn Roads.	\$	228,016	\$	-	\$ 4,332,280	\$	4,560,296	\$	4,560,296	Peelwood , Fullerton, Jerrawa and Collector are completed. Rosyln Road nearing completion, Bigga Road due to commence mid May 2023 & Cullerin is yet to be started.
Heavy Vehicle Safety and Productivity Program Round 7	29-May-20	Peelwood road Upgrade 3km	\$	60,000	\$	650,180	\$ 432,100	\$	1,142,280	\$	1,142,280	Project Extension obtained, works to recommence next financial year.
Heavy Vehicle Safety and Productivity Program Round 7	29-May-20	Wheeo Road Upgrade 5km	\$	85,000	\$	797,012	\$ 573,288	\$	1,455,300	\$	1,455,300	Upgrade currently in progress/ Due for completion.
Bridges Renewal Program Round 5	29-May-20	Crookwell River Bridge - Julong	\$	76,860	\$	-	\$ 768,600	\$	1,537,200	\$	1,537,200	Construction underway. Latent site conditions encountered, foundation redesign requried.
Fixing Country Bridges	9-Oct-20						\$ 691,740					Completion of works has been delayed.
Bridges Renewal Program Round 5	29-May-20	Burra Burra Creek Bridge - Blue Hill Road	\$	47,973	\$	-	\$ 479,726	\$	959,452	\$	959,452	Bridge complete, pending minor pavement realignment.
Fixing Country Bridges	9-Oct-20						\$ 431,753					
Bridges Renewal Program Round 5	29-May-20	Peelwood Creek Bridge - Cooksvale Rd	\$	55,262	\$	-	\$ 552,614	\$	1,105,228	\$	1,105,228	New construction works complete, demolition of existing bridge outstanding
Fixing Country Bridges	9-Oct-20						\$ 497,352					
Showground Stimulus Funding Program Tranche 2 19/20	25-Apr-20	Gunning Showground Amenities Fit out	\$	-	\$	-	\$ 37,400	\$	37,400	\$	37,400	Works for this project commencing.
Country Passenger Transport Infrastructure Grant	27-Aug-19	Gunning and Dalton Bus Stops	\$	20,000	\$	-	\$ 22,000	\$	42,000	\$	42 000	6 months extension received, Council carrying out investigations for bus stop location.
Fixing Local Roads	2-Dec-19	Collector Road Upgrade 3km	\$	495,300	\$	-	\$ 1,485,900	\$	1,981,200	\$	1,981,200	Majority of the works have been completed, all works will be completed by end of FY.
Stronger Country Communities Fund (Round 3)	18-Sep-19	Gunning Showground Amenities Construction	\$	50,000	\$	-	\$ 672,747	\$	722,747	\$	722,747	Works for this project commencing.

Grantee	Submitted	Project		uncil ntrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Regional Growth Growing Local Economies Fund	5-Jul-18	Grabine Road Upgrade	\$:	200,000	\$ -	\$ 3,300,000	\$ 3,500,000	\$ 3,500,000	Project complete, PCR to be lodged.
Growing Local Economies Fund	2019	Tablelands Way	\$ 3	329,215	\$ -	\$ 6,255,079	\$ 6,584,294	\$ 6,584,294	Bridge tendered, roadworks currently being redisigned.

Information Only - 18 May 2023

ITEM 10.9 Action Summary - Council Decisions

FILE REFERENCE I23/113

AUTHOR Acting General Manager

ISSUE

Details are provided of action taken with respect to Council decisions.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Details are provided of action taken with respect to Council decisions.

REPORT

Summary sheet from the:-

Council Meeting: 21 April 2022

84/22	1.	That the Upper Lachlan Shire Council move to reinstitute a Youth Council committee."	GM	Policy to be reviewed and A further meeting be convened with relevant councillors
88/22	1.	The General Manager provides a report to Council at the June 2022 meeting detailing a path forward for council to explore the economic development opportunities and the creation of independent income streams."	GM	Workshop held in September 2022. Draft REDS to be adopted & surveys to be completed by councillors prior to the development of the new ED strategy.

Council Meeting: 16 June 2022

115/22 1. Council defer decision on the draft Nature Strips and Trees Policy.	DEP		to come o future meeting workshop
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Council Meeting: 18 August 2022

182/221.Item 11.1 Adoption of Upper Lachlan Shire Heritage Review be deferred to a future Council meeting.	DEP	Acting Director of Environment and Planning to host proposed workshop on 27 June 2023
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Council Meeting: 20 October 2022

229/22	1. 2.	Council resolve to close as public road the Council roads located shown as Lot 1 DP 1224882 and Lot 2 DP 1224882 in the vicinity of Laggan Road. Council resolve that upon closure, Council transfer the closed roads to the adjoining owner as compensation for land acquired for road opening on Laggan Road	DOI	Referred back to RJ McCarthy & Co to action.
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Council Meeting: 16 February 2023

Council Meeting: 16 March 2023

38/23	1. Wombeyan Caves Road remains	DOI	Ongoing process
	closed between Langs Road and the		and negotiations.
	Wombeyan Caves Reserve until		
	additional funds are secured to		
	complete the works required to provide		
	a safe road for road users.		
	2. Council seeks further grant funding in		
	order to carry out the additional works		
	required to address the safety issues		
	which prevent the Wombeyan Caves		
	Road from being open for public use.		
	3. Council's Acting General Manager be		
	delegated authority to enter into direct		
	commercial negotiations with the		
	preferred tenderer once the additional		
	funds are secured to complete the		
	Slope Stability Works.		

Council Meeting: 20 April 2023

44/22	 Council call a meeting with RFS, SES and Bushfire Management Council to discuss how to advocate on their behalf for better recruitment and support services. 	Acting GM/Mayor	Date to be determined following appointment of Chief Executive Officer.
48/22	 Council endorse the draft policy Council- related Development Application Conflict of Interest; Council exhibit the draft policy for a minimum of 28 days in accordance with the provisions of Council's Community Participation Plan; A further report be presented to Council if there are any substantial changes to the draft policy arising from the public exhibition; Where no substantial changes arise from the public exhibition, the draft policy be considered adopted and published to Council's website; and That Council amend the Community Participation Plan to reflect the exhibition period for Council-related development applications, being 28 days. 	DEP	Draft policy to be placed on public exhibition and further report presented to Council.
49/23	 Council resolve to close two sections of public road of approximately 6991 m² near Devil's Elbow on Grabben Gullen Road, Merrill. 	DOI	Advice provided to Council's Legal team R J McCarthy – ongoing process.
	2. Council resolve that upon closure of the two sections of road, Council transfer the closed roads to the adjoining owner as compensation for land acquired for road opening at this location on Grabben Gullen Road, Merrill.		
50/23	 Council resolve to replace one prime mover instead of the backhoe which is scheduled for replacement in the 2022/23 Operational Plan budget. 	DOI	A Request for quotes closes 12 May 2023.
51/23	 Council, in accordance Sections 403- 406, of the Local Government Act 1993, and Sections 8A-8C, of the Local Government Act 1993, place on public exhibition the following suite of draft plans:- 	DFA	IPR Plans placed on public exhibition. Public Notice in Upper Lachlan Gazette and Gunning Lions

	 Operational Plan 2023/2024; Delivery Program 2023/2024 – 2026/2027; Resource Strategy documents including:- Long Term Financial Plan 2023 – 2032; Infrastructure Plan 2023 – 2032; Workforce Plan 2023/2024 – 2026/2027. 		Newsletter and documents on Council website. Public Notice advertised on 21 April 2023.
	The public exhibition period commences Friday, 21 April 2023 to Thursday, 25 May 2023 inclusive, with copies of each plan available for viewing at Council administration offices and libraries, on Council's website and a link is provided to Council's Facebook Page.		
52/23	 Council adopts the reviewed Corporate Credit Card Policy. 	EA/DFA	Policy published on Council website on 21 April 2023. Policy shared with relevant teams.
54/23	1. Acting General Manager coordinate a meeting with the President of the Crookwell Rugby Union Club and Coordinator of Parks and Gardens to facilitate an investigation into the constant water leakage at the north east railway end of the Crookwell Memorial Oval.	EA/AGM	Parks and Gardens Coordinator has liaised with Crookwell Rugby President to begin conversations.
55/23	 Council establish a Section 355 Tourism and Event Management Advisory Committee 	AGM	Tourism and Event Management Charter to be prepared for review by Council at future meeting.
56/23	 Council establish a Section 355 Economic Development Advisory Committee 	AGM	Economic Development Charter to be prepared for review by Council at future meeting.
60/23	 Council discontinues the current tender process; and that Council decline to accept all tenders received due to the lack of any 	DOI	Negotiations currently in progress

	3.	commercially advantageous submissions; and that Council's Acting General Manager be delegated authority to enter into direct commercial negotiations with both Bridge and Marine Engineering and Saunders Civilbuild pty limited with the intent to enter a contract with one supplier for construction of a new Bridge over Curaweela Creek as their alternative submissions are within budget and meets Council's requirements.		
61/23	2.	Council's Acting General Manager be delegated authority to enter into direct commercial negotiations with Three Phase Services a division of KW360 (ABN 12 153 143 959) Supplier of Substation: Eleserve for the procurement of 500 KVA substation for the MAAC project. Subject to legal advice Council's Acting General Manager be delegated authority to enter into a contract with Three Phase Services a division of KW360 (ABN 12 153 143 959) Supplier of Substation: Eleserve for the procurement of 500 KVA substation for the MAAC project.	AGM	Purchase order raised, bank guarantee received and funds released on Friday 28 April 2023

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

11 ENVIRONMENT AND PLANNING

The following items are submitted for consideration -

11.1	Review of Liquid Trade Waste Policy	86
11.2	Reallocation of streetscape budget allocation	131

Environment and Planning - 18 May 2023

ITEM 11.1 Review of Liquid Trade Waste Policy

FILE REFERENCE I23/103

AUTHOR Acting Director of Environment and Planning

ISSUE

Review of Liquid Trade Waste Policy

RECOMMENDATION That -

- 1. Council exhibits the Draft Liquid Trade Waste Policy (the Policy) for public exhibition and comment for 28 days; and
- 2. Council considers a further report on the outcome of the exhibition and for adoption of the policy.

BACKGROUND

Sewerage systems are designed to collect, transfer, and treat wastewater that is mostly of domestic origin. Liquid trade waste is all liquid waste other than sewage of a domestic nature. Liquid trade waste can contain high strength wastes such as grease, fats, solids, and other pollutants at concentrations not normally contained in typical domestic sewage. Sewerage systems may have the capability of accepting liquid trade waste discharge that is planned, controlled and within acceptance limits. It has been a common practice that fees and charges are applied to liquid trade waste dischargers based on a user pays cost recovery system, guided by a Liquid Trade Waste Policy which follows guidance provided by the NSW Department of Planning and Environment and determination by IPART.

A Liquid Trade Waste Policy is required to regulate commercial, public, and industrial businesses to ensure compliance with Council's discharge quality acceptance limits and conditions of approval.

The Draft Policy incorporates four key components;

- Requirements of Effluent Improvement Plans to improve discharge quality,
- A rationalised list of chargeable substances in the liquid trade waste,
- Streamlining how Council manages and administers approvals for multi-premise sites, and
- Improving how Council monitors liquid trade waste discharge through sampling programs and inspections.

Council will apply the Policy and associated regulations will take appropriate enforcement action against any customers that are breaching conditions of approval or operating without a current approval.

Environment and Planning **REVIEW OF LIQUID TRADE WASTE POLICY** cont'd

REPORT

This report details the review of Liquid Trade Waste Policy. The Policy is attached with amendments highlighted in yellow for Council's review.

The Draft Liquid Trade Waste Policy for Upper Lachlan Shire Council, aligns with contemporary standards, practices, and regulations, has been completed in consultation with the NSW Department of Planning and Environment and Council's Office of General Counsel. The Department has provided written confirmation in their letter dated 11 October 2022 that "the Draft Policy has been reviewed and is considered satisfactory, subject to minor amendments".

Public consultation is required for a period of 28 days. Council will review all submissions from the public exhibition process and provide a report to Council if there are any significant objections and/or reasonable requests for consideration.

Consultation has occurred with the Department of Planning and Environment and initial comments received. The final Policy post exhibition, will then be forwarded to the Department for consent in accordance with the Guidelines.

POLICY IMPACT

This is a review of an existing policy of Council.

OPTIONS

The options to be considered by Council are:

Option 1: To authorise the Draft Policy for public exhibition. This is the preferred option.

Option 2: Not to consider the Draft Policy for public exhibition or potential adoption. The Draft Policy is consistent with NSW Liquid Trade Waste Management Guidelines. Significant objections are not expected, however any proposed modifications that arise from exhibition and public comment will be considered in a further report. Therefore, Option 1 is the preferred option.

Council's existing Policy (2014) is outdated and requires a comprehensive review. The revised Policy is expected to be aligned with NSW Liquid Trade Waste Management Guidelines (2021) and Council's IPART determination, and to be given concurrence by NSW Department of Planning and Environment. Option 2 is not recommended.

VARIATION

Council reserves the right to vary or revoke this policy.

Environment and Planning **REVIEW OF LIQUID TRADE WASTE POLICY** cont'd

FINANCIAL IMPACT OF RECOMMENDATIONS

This Policy articulates liquid trade waste regulations in the Upper Lachlan local government area to facilitate public health safety, environmental protection, safety of Council's assets. The charging mechanism described in the Policy for discharging liquid trade waste in Council's sewerage system provides an authorised process for Council to recover the costs from the discharging customers, and for the customers to dispose their trade waste at an affordable cost.

RECOMMENDATION That -

- 1. Council exhibits the Draft Liquid Trade Waste Policy (the Policy) for public exhibition and comment for 28 days; and
- 2. Council considers a further report on the outcome of the exhibition and for adoption of the policy.

ATTACHMENTS

1. <u>↓</u>	Liquid Trade Waste Policy - Date Adopted 18 May 2023 -	Attachment
	Resolution XX 23 - Review 2026	

POLICY:-	
Policy Title:	Liquid Trade Waste Policy
File reference:	F10/618-04
Date Policy was adopted by Council initially:	16 September 2010
Resolution Number:	348/10
Other Review Dates:	20 March 2014
Resolution Number:	58/14
Current Policy adopted by Council:	<mark>18 May 2023</mark>
Resolution Number:	XX/23
Next Policy Review Date:	2026

PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed;	
Procedure/guideline reference number:	

RESPONSIBILITY:-	
Draft Policy Developed by:	Manager Water, Waste and Sewer <mark>,</mark> Water & Sewer
Committee/s (if any) consulted in the development of this policy::	N/A
Responsibility for implementation:	Manager Water, Waste and Sewer, Water & Sewer
Responsibility for review of Policy:	Director of Environment and Planning

Policy for liquid trade waste regulation

Policy Statement

This policy sets out how **Upper Lachlan Shire** Council will regulate liquid trade waste discharges to its sewerage system in accordance with the NSW Framework for Regulation of Liquid Trade Waste (*Appendix F*).

Sewerage systems are generally designed to cater for liquid waste from domestic sources that are essentially of predictable strength and quality. Council **may** accept liquid trade waste into its sewerage system as a **service** to businesses and industry.

Liquid trade wastes may exert much greater demands on sewerage systems than domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and the environment.

This Policy is consistent with the *Liquid Trade Waste Management Guidelines 2021* developed by the Water Utilities branch of the NSW Department of Planning and Environment

(https://www.industry.nsw.gov.au/__data/assets/pdf_file/0010/147088/trade-wastemanagement-guidelines.pdf)

Contents

Polic	y Statement2
1	Introduction
<mark>1.1</mark>	What is liquid trade waste?
<mark>1.2</mark>	Objectives7
<mark>2</mark>	Structure of the Policy7
<mark>2.1</mark>	Part 1 – Exemptions
<mark>2.2</mark>	Part 2 - Criteria for approval to discharge liquid trade waste into council's sewerage system8
<mark>2.2.1</mark>	Factors for consideration8
<mark>2.2.2</mark>	Discharge quality8
<mark>2.2.3</mark>	Prohibited or restricted substances and waste10
<mark>2.2.3</mark>	.1 Other substances/discharges either prohibited or restricted
<mark>2.3</mark>	Part 3 –Matters relating to liquid trade waste approvals11
<mark>2.3.1</mark>	Application procedures and approval process11
<mark>2.3.2</mark>	Who can lodge an application
<mark>2.3.3</mark>	Council's process in determination of applications12
<mark>2.3.4</mark>	Approval of applications
<mark>2.3.5</mark>	Refusal 12
10.40	

<mark>V3 18.05.2023</mark>

2.3.6Change of approval holder					
2.3.7 Validity of an existing approval					
<mark>2.3.</mark>	2.3.8 Modification and revocation of approvals				
<mark>2.3.</mark>	2.3.9 Concurrence				
3	Sewerage and liquid trade waste fees and charges				
<mark>3.1</mark>	Liquid trade waste charging categories13				
<mark>3.2</mark>	Non-compliance liquid trade waste charges				
<mark>3.3</mark>	Other applicable liquid trade waste charges14				
<mark>3.4</mark>	Charges for premises with multiple liquid trade waste streams				
<mark>3.5</mark>	Summary of category specific fees and charges14				
<mark>4</mark>	The NSW framework for regulation of sewerage and trade waste and alignment of with				
-	the national framework				
5 0	Liquid trade waste service agreement				
6 _	Enforcement of approvals and agreements				
7	Prevention of waste of water				
8	Effluent improvement plans				
9	Appendix A - Glossary				
10	Appendix B – Deemed to be Approved Activities				
11	Appendix C - Prohibited or restricted substances and wastes from discharge to sewer				
C1	Stormwater from open areas				
C2	Contaminated groundwater				
C3	Discharge of landfill leachate				
<mark>C4</mark>	Discharge from float tanks				
C5	Discharge from Service station forecourts and other refuelling points				
<mark>C5.</mark>	New premises				
<mark>C5.2</mark>	2 Existing premises				
<mark>C6</mark>	Discharges from liquefaction and/or pulverisation of solid waste by physical or chemical processes				
C6.	Discharge from Solid Food Waste Processing Units (digesters/ composters, etc.)				
C7	Use of additives in pre-treatment systems				
C8	Discharge of disposable products marketed as flushable				
V3 18.05.2023					

<mark>12</mark>	Appendi	x D - Non-residential sewerage and liquid trade waste fees and charges	25
D1	Non-resi	idential sewerage pricing2	25
<mark>D2</mark>	<mark>Liquid T</mark> i	rade Waste fees and charges2	26
<mark>D2.1</mark>	l <mark>Descript</mark>	ion of various trade waste fees and charges2	27
<mark>D2.1</mark>	l.1	Application fee	27
<mark>D2.1</mark>	<mark>.2</mark>	Annual trade waste fee	27
<mark>D2.1</mark>	l.3	Inspection fee/re-inspection fee	27
<mark>D2.1</mark>	<mark>.4</mark>	Renewal fee	27
<mark>D2.1</mark>	l.5	Category specific charges	27
<mark>D3</mark>	Category	y 1 discharger	27
<mark>D3.1</mark>	Categor	y 1 discharger - Liquid trade waste charges2	28
<mark>D3.1</mark>	l.1	"Deemed to be approved" discharges2	28
<mark>D3.1</mark>	<mark>.2</mark>	Category 1 discharger, other than "deemed to be approved"	28
<mark>D4</mark>	Category	<mark>y 2 discharger</mark> 2	28
<mark>D4.1</mark>	Categor	<mark>ry 2 discharger - Liquid trade waste charges</mark> 2	29
<mark>D5</mark>	Categor	<mark>y 2S discharger</mark> 2	29
<mark>D5.1</mark>	l Categor	y 2S discharger - Liquid trade waste charges	30
<mark>D5.1</mark>	l <mark>.1</mark>	Transported human waste	30
<mark>D5.1</mark>	<mark>.2</mark>	Ship-to-shore waste pump-out facility 3	30
<mark>D5.1</mark>	<mark>I.3</mark>	Waste dump points	30
<mark>D6</mark>	Categor	<mark>y 3 discharger</mark> 3	30
<mark>D6.1</mark>	Categor	<mark>y 3 discharger - Liquid trade waste charges</mark> 3	32
	D	6.1.1 Excess mass charges	32
<mark>D6.1</mark>	l.2	Excess mass charges for BOD	33
D7	Non-con	npliance liquid trade waste charges	33
<mark>D7.1</mark>	Categor	y 1 discharger - non-compliance charges 3	33
<mark>D7.2</mark>	2 Category	<mark>y 2 discharger – non-compliance charges</mark> 3	33
<mark>D7.3</mark>		npliance charges for Category 3 discharger	
	D	7.3.1 Non-compliance pH charge	
<mark>D7.3</mark>	<mark>3.2</mark>	Non-compliance excess mass charges	34

D7.3	3.3 Non-compliance excess mass charges for BOD	34
<mark>D8.1</mark>	Garbage grinders - Food waste disposal charge	35
<mark>D8.2</mark>	Solid food waste processing unit	35
<mark>D8.3</mark>	Discharge of stormwater from large open areas or large quantities of groundwater to the sewerage system	35
	D8.4.1 Shopping centre	36
	D8.4.2 Commercial strata title units	36
	D8.4.3 Hospitals, tertiary educational facilities and correctional centres	36
	D8.4.4 Other premises with multiple waste streams	36
<mark>13</mark>	Appendix E – List of discharges Council may approve	37
<mark>E1</mark>	Classification A	37
<mark>14</mark>	Appendix F - Framework for regulation of liquid trade waste	39
<mark>F1</mark>	The NSW framework for regulation of sewerage and trade waste	39

F2 Alignment with the national framework for wastewater source managementError! Bookmark not defined.

1 Introduction

This Policy has been developed to ensure the proper control of liquid trade waste and hence protection of public health, worker safety, the environment, and Council's sewerage system. The policy also promotes waste minimisation, water conservation, water recycling and biosolids reuse.

In addition, the approval, monitoring and enforcement processes for liquid trade wastes discharged to Council's sewerage system and the levying of commercial sewerage and liquid trade waste fees and charges are described in this document. The procedure for liquid trade waste approval is governed by Chapter 7 of the Local Government Act 1993.

Under section 68 of the Local Government Act 1993 (Act), a person wishing to discharge liquid trade waste to the sewerage system must obtain prior approval from Council. Discharge of liquid waste other than domestic sewage without prior approval is an offence under section 626 of the Act.

1.1 What is liquid trade waste?

Liquid trade waste is defined in the *Local Government (General) Regulation* 2021 as below:

Liquid trade waste means all liquid waste other than sewage of a domestic nature.

Liquid trade waste discharges to the sewerage system include liquid wastes from:

- Industrial premises
- Business/commercial premises (e.g. beautician, florist, hairdresser, hotel, motel, restaurant, butcher, supermarket, etc.)

- Community/public premises (including clubs, school, college, university, hospital and nursing home)
- any commercial activities carried out at residential premises
- Saleyards, racecourses and stables and kennels that are not associated with domestic households
- Tankered human waste, ship-to-shore waste from marina pump-out facilities, portable toilet waste and established sites for the discharge of pan contents from mobile homes/caravans
- Any other waste tankered to the sewerage facilities, e.g. commercial or industrial waste from un-sewered areas.

Liquid trade waste excludes:

- Toilet, hand wash basin (used for personal hygiene only), shower and bath wastes derived from all the premises and activities mentioned above
- Wastewater from residential toilets, kitchens, bathrooms or laundries (i.e. domestic sewage)
- Wastewater from common laundry facilities in caravan parks (Note that discharges from common kitchen facilities in caravan parks are liquid trade waste)
- Residential pool backwash.

1.2 Objectives

The objectives of this policy are:

- To protect public and workers health and safety and the environment
- To protect council's assets from damage
- To minimise adverse impacts on the sewage treatment processes
- To assist Council meeting regulatory and licence compliance
- To promote water conservation, waste minimization, cleaner production, effluent recycling and biosolids reuse
- To provide an environmentally responsible liquid trade waste service to the non-residential sector
- To ensure commercial provision of services and full cost recovery through appropriate sewerage and liquid trade waste fees and charges.

2 Structure of the Policy

This policy comprises three parts:

- Part 1 specifies the circumstances in which a person is exempt from the necessity to apply for an approval to discharge liquid trade waste to Council's sewerage system
- Part 2 specifies the criteria which Council will take into consideration in determining whether to give or refuse a liquid trade waste approval
- Part 3 specifies the application procedure and approval process, liquid trade waste discharge categories and applicable fees and charges, the NSW Framework for Regulation of Liquid Trade Waste, alignment with the National Framework for Wastewater Source Management and other relevant information

2.1 Part 1 – Exemptions

The list of discharges exempts from obtaining of Council's approval is provided in *Appendix B.* These discharges are known as 'Deemed to be approved'. Each such discharger must meet the standard requirements specified in *Appendix B*.

The above objectives are consistent with the National Framework for Sewage Quality Management in the Australian Wastewater Quality Management Guidelines, July 2022, WSAA

2.2 Part 2 - Criteria for approval to discharge liquid trade waste into council's sewerage system

2.2.1 Factors for consideration

Council's decision to accept liquid waste into its sewerage system will be based on the discharger satisfying Council's requirements. Therefore, when determining an application to discharge liquid waste to the sewerage system, Council will consider the following factors:

- The potential impacts of the proposed discharge on Council's ability to meet the objectives outlined in s. 1.2 of this document.
- The adequacy of the pre-treatment process(es) to treat the liquid trade waste to a level acceptable for discharge to the sewerage system, including proposed contingency measures in an event of the pre-treatment system failure
- The capability of the sewerage system (reticulation and treatment components) to accept the quantity and quality of the proposed liquid waste
- The adequacy of chemical storage and handling facilities, and the proposed safeguards for prevention of spills and leaks entering to the sewerage system
- The adequacy of the proposed due diligence program and contingency plan, where required.
- Proposed management of prohibited substances and other liquid waste not planned to be discharged to the sewerage system and safeguards to avoid any accidental discharge
- The potential for stormwater entering the sewerage system and adequacy of proposed stormwater controls
- The potential for growth of the community

2.2.2 Discharge quality

Council's acceptance limits for liquid trade waste discharges are set out in Table 1. These limits are consistent with the acceptance limits specified in the Liquid Trade Waste Management Guidelines, 2021 by the Department of Planning and Environment

Table 1:	Acceptance limits for liquid trade waste into the sewerage system
Parameter	Limits
Flow Rate	The maximum daily and instantaneous rate of discharge (kL/h or L/s) is determined based on the available capacity of the sewer. Large discharges are required to provide a balancing tank to even out the load on the sewage treatment works.
BOD₅	Normally approved at 300 mg/L. Concentrations up to 600 mg/L may be accepted.

Suspended solids	Normally approved at 300 mg/L. Concentrations up to 600 mg/L may be accepted.		
COD	Normally, not to exceed BOD_5 by more than three times. This ratio is given as a guide only to prevent the discharge of non-biodegradable waste.		
Total Dissolved Solids	Up to 4000 mg/L may be accepted. The acceptance limit may be reduced depending on available effluent disposal options and may be subjected to a mass load limit.		
Temperature	Less than 38°C.		
<mark>рН</mark>	Within the range 7.0 to 9.0.		
Oil and Grease	100 mg/L if the volume of the discharge does not exceed 10% of the design capacity of the treatment works and 50 mg/L if the volume is greater than 10%.		
Detergents	All detergents are to be biodegradable. A limit on the concentration of 50 mg/L (as MBAS) may be imposed on large liquid trade wastes discharges.		
Colour must be biodegradable. No visible colour when diluted to the equidilution afforded by domestic sewage flow.			
	Specific limits may be imposed on industrial discharges where colour has a potential to interfere with sewage treatment processes and the effluent management.		
Radioactive Substances	If expected to be present (e.g. lodine 131 from ablation), acceptance requirements will be set on a case-by-case assessment.		

Acceptance compounds	limits for inorganic and organic	Maximum concentration (mg/L)
Inorganic	Ammonia (as N)	<mark>50</mark>
compounds	Boron	<mark>5</mark>
	Bromine	<mark>5</mark>
	Chlorine	<mark>10</mark>
	Cyanide	<mark>1</mark>
	Fluoride	<mark>30</mark>
	Nitrogen (total Kjeldahl)	<mark>100</mark>
	Phosphorus (total)	<mark>20</mark>
	Sulphate (as SO ₄)	<mark>500</mark>
	Sulphide (as S)	<mark>1</mark>
Organic	Benzene	<mark>< 0.001</mark>
compounds	Toluene	<mark>0.5</mark>
	Ethylbenzene	<mark>1</mark>
	Xylene	<mark>1</mark>
	Formaldehyde	<mark>30</mark>
	Phenolic compounds non-halogenated	<mark>1</mark>

Petroleum Hydrocarbons	
 C₆-C₉ (flammable) 	<mark>5</mark>
 Total Recoverable Hydrocarbons (TRH) 	<mark>30</mark>
Pesticides general (except organochlorine and organophosphorus)	0.1
Polynuclear Aromatic Hydrocarbons (PAH)	5

Acceptance limits for metals	Maximum concentration (mg/L)	Allowed daily mass limit (g/d)
Aluminium	<mark>100</mark>	•
Arsenic	<mark>0.5</mark>	2
Cadmium	1	<mark>5</mark>
Chromium ²	<mark>3</mark>	<mark>10</mark>
Cobalt	<mark>5</mark>	<mark>15</mark>
Copper	<mark>5</mark>	<mark>15</mark>
lron	<mark>100</mark>	<mark>-</mark>
Lead	<mark>1</mark>	<mark>5</mark>
Manganese	<mark>10</mark>	<mark>30</mark>
Mercury	<mark>0.01</mark>	<mark>0.05</mark>
Molybdenum	<mark>5</mark>	<mark>15</mark>
Nickel	<u>1</u>	<mark>5</mark>
<mark>Selenium</mark>	<mark>1</mark>	<mark>5</mark>
<mark>Silver</mark>	2	<mark>5</mark>
Tin	<mark>5</mark>	<mark>15</mark>
Zinc	<mark>1</mark>	<mark>5</mark>
Total heavy metals excluding aluminium, iron and manganese	Less than 30 mg/L and subject to to	otal mass loading requirements

2.2.3 Prohibited or restricted substances and waste

Substances prohibited from being discharged into the sewerage system unless they are specifically approved under section 68 of the Act are listed in Table 2. In addition, s 2.2.3.1 lists the discharges either prohibited or restricted. Refer to *Appendix C* for detailed description of substances and discharges either prohibited or restricted.

Table 2 Waste Prohibited from discharge to the sewerage system

- Organochlorine weedicides, fungicides, pesticides, herbicides and substances of a similar nature and/or wastes arising from the preparation of these substances
- organophosphorus pesticides and/or waste arising from the preparation of these substances
- per- and poly-fluoro alkyl substances (PFAS)
- any substances liable to produce noxious or poisonous vapours in the sewerage system
- organic solvents and mineral oil[#]
- any flammable or explosive substance[#]
- discharges from 'Bulk Fuel Depots'
- discharges from chemicals and/or oil storage areas
- natural or synthetic resins, plastic monomers, synthetic adhesives, rubber and plastic emulsions
- roof, rain, surface, seepage or ground water, unless specifically permitted (clause 137A of the Local Government (General) Regulation 2021)
- solid matter[#]
- disposable products including wet wipes, cleaning wipes, colostomy bags, cat litter and other products marketed as flushable
- any substance assessed as not suitable to be discharged into the sewerage system
- liquid waste that contains pollutants at concentrations that inhibit the sewage treatment process.
- any other substances listed in a relevant regulation

2.2.3.1 Other substances/discharges either prohibited or restricted

- Stormwater from open areas
- Contaminated groundwater
- Landfill leachate
- Discharge from float tanks
- Discharge from new service station forecourts and other refuelling points
- Discharge of liquid waste arising from liquefaction and/or pulverisation of solid waste by physical or chemical processes (e.g. garbage grinders/in-sinkerators, macerators, alkaline hydrolysis).
- Discharge from solid food waste processing units (digesters/composters, etc.)
 Use of additives in pre-treatment systems

For further details on limitations and restrictions applicable to above discharges, refer to **Appendix C** of this policy, Chapter 3 of the NSW Liquid Trade Waste Management Guidelines, 2021.

2.3 Part 3 – Matters relating to liquid trade waste approvals

2.3.1 Application procedures and approval process

Council's written approval is required prior to commence discharging liquid trade waste to its sewerage system, under s.68 of the Act. Application forms are available from Council.

The applicant must lodge a trade waste application providing all requested information.

A trade waste application is not required to discharge liquid trade waste from 'Deemed to be approved' activities listed in *Appendix B*.

2.3.2 Who can lodge an application

The applicant must be either the owner or the occupier of the premises. If the applicant is not the owner of the premises, the owner's consent to the application is required.

2.3.3 Council's process in determination of applications

Council may request an applicant to provide further information to enable it to determine the application.

2.3.4 Approval of applications

Where an application is approved, Council will notify the applicant including any conditions of the approval and reasons for such conditions. The duration of the approval will be as stated in the approval.

An applicant may make a minor amendment or withdraw an application before it is processed by Council. An applicant may also apply to Council to renew or extend an approval, in accordance with section 107 of the Act.

2.3.5 Refusal

If an application is refused, Council will notify the applicant of the grounds for refusal. Under section 100 of the Act the applicant may request the review of council's determination. Under section 176 of the Act, the applicant dissatisfied with Council's determination may appeal to the Land and Environment Court within 12 months.

2.3.6 Change of approval holder

An approval to discharge liquid trade waste to Council's sewerage system is not transferable. A new application must be lodged, and a new approval must be obtained if there is a change of the approval holder. Council must be notified of change of ownership and/or occupier in all cases, whether a new approval is required or not, to allow updating of records.

2.3.7 Validity of an existing approval

A new approval is required where there is a change of:

- Approval holder (either owner or occupier can be an approval holder)
- Activity generating the waste
- The quantity or the nature of liquid trade waste
- Approval conditions.

2.3.8 Modification and revocation of approvals

Council reserves the right to modify or revoke an approval to discharge liquid trade waste to the sewerage system under the circumstances described in s.108 of the Act:

2.3.9 Concurrence

If Council supports an application and has a notice stating that concurrence of the Secretary, NSW Department of Planning and Environment can be assumed for the

liquid trade waste relevant to the application, Council will approve the application. Otherwise, Council will seek concurrence to its approval.

For concurrence purposes, liquid trade waste discharges are divided into four classifications.

 Concurrence Classification A – liquid trade waste for which Council has been authorised to assume concurrence to the approval subject to certain requirements

 Concurrence Classification B – liquid trade waste for which Council may apply for authorisation to assume concurrence to the approval subject to certain requirements

 Concurrence Classification S – the acceptance of septic tank, pan waste and ship-to-shore pump-out etc. Council may apply for authorisation to assume concurrence to the approval subject to certain conditions

 Concurrence Classification C – all other liquid trade waste that do not fall within Concurrence Classification A, B or S, and therefore require Council to forward the application for concurrence.

Refer to **Appendix E** which lists type of discharges that Council have assumed concurrence (i.e. that Council can approve without seeking concurrence from the Department).

3 Sewerage and liquid trade waste fees and charges

Council provides sewerage and liquid trade waste services on a commercial basis to non-residential dischargers, with full cost recovery through sewerage and liquid trade waste fees and charges. Council implements best practice pricing for non-residential sewerage and liquid trade waste services to ensure that dischargers bear a fair share of the cost of providing sewerage services and to facilitate appropriate pre-treatment, waste minimisation and water conservation

The current sewerage and liquid trade waste fees and charges are provided on Council's website <u>https://www.upperlachlan.nsw.gov.au/planning-development/fee-information/fees-and-charges</u>

Council's liquid trade waste fees and charges may include:

- General fees and charges (application fee, annual liquid trade waste fee, inspection and/or re-inspection fees and renewal fee)
- Category specific charges (trade waste usage charges for Charging Category 2 discharges, excess mass charges for Charging Category 3 discharges, charges for Charging Category 2S discharges and non-compliance charges)
- Other charges related to the nature of waste (eg. charges for the discharge of stormwater from large areas)

Detailed description of the liquid trade waste fees and charges and the methodology of calculating them are provided in *Appendix D*.

3.1 Liquid trade waste charging categories

For charging purposes there are 4 liquid trade waste charging categories:

- Category 1 discharges requiring minimal pre-treatment, or prescribed pretreatment but low impact on the sewerage system. These dischargers will only pay an annual fee. If pre-treatment equipment is not provided or maintained, non-compliance charges will be applied.
 - Category 2 discharges with prescribed pre-treatment and other activities listed under this charging category in *Appendix D*. These dischargers will pay trade waste usage charge and annual trade waste fee. If pre-treatment

equipment is not provided or not maintained, then such dischargers will be required to pay non-compliance usage charge.

- Category 2S transporters who tanker human waste to council's STWs, owners/operators of ship-to-shore pump out facilities and owners/operators of 'dump points' directly connected to sewer
- Category 3 large (>20 kL/d) and industrial discharges (excluding shopping centres and institutions). Such dischargers will pay excess mass charges. If the discharge fails to comply with council's acceptance limits, dischargers will be required to pay non-compliance excess mass charges and pH charges

Note that these charging categories are different to four classifications that have been established for concurrence purposes (i.e. Classification **A**, **B**, **C** and **S**). The relationship between Concurrence Classifications and Charging Categories are shown in Figure 1 in *Appendix D*.

3.2 Non-compliance liquid trade waste charges

In order to encourage compliance, council may apply non-compliance trade waste charges. Refer to **Appendix D** for further details of non-compliance charges for different charging categories.

Council will continue applying non-compliance charges until the discharge meets council's approved quality (or the liquid trade waste policy) limits, within the timeframe determined by Council for remedying the problem. If the discharger fails to rectify the problem within an agreed timeframe, the discharger may be required to cease discharging liquid trade waste into Council's sewerage system. Council may also consider issuing penalty infringement notice to a non-compliant discharger or may prosecute the discharger

3.3 Other applicable liquid trade waste charges

Additional fees and charges may be levied by council if wastewater is discharged to council's sewerage system from the following equipment and or processes, with council's approval.

Food waste disposal units (ie. garbage grinders/insinkerators)

- Solid food waste processing unit
- Discharge of stormwater to the sewerage system from large open areas or large quantities of groundwater

Refer to Appendix D for further details.

3.4 Charges for premises with multiple liquid trade waste streams

Examples of premises with multiple waste streams include:

- Shopping centres
- Commercial strata units
- Institutions, e.g. hospitals, tertiary educational facilities and correctional centres
- Other premises with multiple waste streams,

Refer to **Appendix D** and **Trade Waste Management Guidelines 2021** for further details.

3.5 Summary of category specific fees and charges

The summary of fees and charges are indicated in Table 3 below: Table 3 Summary of fees and charges

Fee/Charge	Category 1	Category 2	Category 3	Category 2S
Application fee	Yes ³	Yes	Yes	Yes
Annual non-residential sewerage bill with appropriate sewer usage charge/kL	Yes	Yes	Yes	No
Annual liquid trade waste fee	<mark>Yes⁴</mark>	Yes	Yes	Variable ⁵
Re-inspection fee (when required)	<mark>Yes</mark>	<mark>Yes</mark>	Yes	Optional ⁶
Trade waste usage charge/kL	No	Yes	No	No
Human waste disposal charge/kL	No	No	No	Yes
Excess mass charges/kg	No	No	Yes	No
Non-compliance trade waste usage charge/kL	Yes ⁷	Yes ¹⁰	No	No
Non-compliance excess mass/kg and pH charges/kL (if required)	No	No	Yes	No

Note: Refer to *Appendix D* for other applicable charges not included in this Table.

For existing installations only. New installations are not permitted.

Not applicable for discharges listed as Deemed to be Approved

May not be applicable for discharges listed as 'Deemed to be Approved'.

Refer to **Appendix D** for guidance on applying annual fees to Category 2S discharges. Applicable if re-inspection of facilities is required, e.g. ship-to-shore pump-out facility.

Non-compliance trade waste usage charge, if the discharger fails to install or properly maintain appropriate pre-treatment equipment. Refer to council's Management Plan

Responsibility for payment of fees and charges

Property (land) owners are responsible for the payment of fees and charges for water supply, sewerage and liquid trade waste services. This includes property owners of marinas, caravan parks, etc.

Where another party (lessee) leases premises, any reimbursement of the lessor (property owner) for such fees and charges is a matter for the lessor and the lessee. In relation to tankered human waste, transporters who collect and discharge waste at the STW are responsible for the payment. A waste transporter who tankers liquid trade waste to the STW may pay only the liquid trade waste fees and charges as non-residential sewerage fees are not applicable.

Note that a liquid trade waste discharger (except for tankered waste) pays both the non-residential sewerage charges and liquid trade waste fees and charges.

4 The NSW framework for regulation of sewerage and trade waste and alignment of with the national framework.

The NSW framework for regulation of sewerage and trade waste and the alignment with the national framework for wastewater source management are listed in Appendix F.

5 Liquid trade waste service agreement

In addition to its approval under the Act, Council may require certain dischargers, including those who wish to discharge liquid trade waste in large volumes (discharge >20 kL/d) or industrial waste (Concurrence Classification C discharges) or some Classification S discharges into its sewerage system to execute a liquid trade waste

Not applicable for discharges listed as Deemed to be Approved

May not be applicable for discharges listed as 'Deemed to be Approved'.

Refer to Appendix D for guidance on applying annual fees to Category 2S discharges.

Applicable if re-inspection of facilities is required, e.g. ship-to-shore pump-out facility. Non-compliance trade waste usage charge, if the discharger fails to install or properly maintain appropriate pre-treatment equipment. Refer to council's Management Plan

services agreement. The agreement will set out the conditions associated with the discharge and execution of the agreement will be a condition of the approval issued by Council.

6 Enforcement of approvals and agreements

If the discharge is not approved or fails to comply with the approval conditions, the discharger is subject to prosecution and imposition of fines under the Act (under s. 626 and s. 627).

Above offences are also prescribed as penalty notice offences under the Act and Council may issue a penalty infringement notice (i.e. on the spot fine) to such discharger (Refer to Schedule 12 of the Local Government (General) Regulation 2021).

In addition to fines, council may recover costs of damages and fines incurred by council as a result of an unauthorised liquid waste discharge. Temporally suspension or cease the discharge may also be required.

Note that sections 628 and 634 to 639 also list other offences related to water, sewerage and stormwater drainage.

Polluting of any waters by a discharger of liquid trade waste who does not have a Council approval or who fails to comply with the conditions of the approval is also an offence under section 120 (1) of the *Protection of the Environment Operations Act 1997.* In addition, under section 222 of this Act, Council may issue a penalty infringement notice to such a discharger.

7 Prevention of waste of water

Water must be used efficiently and must be recycled where practicable. It is an offence under section 637 of the *Act* and its Regulation (refer to *Appendix G*) to waste or misuse water.

Dilution of liquid trade waste with water from any non-process source including Council's water supply, bore water, groundwater, stormwater as a means of reducing pollutant concentration is therefore strictly prohibited.

8 Effluent improvement plans

Where the quality of liquid trade waste discharged does not meet Council's requirements, the applicant may be required to submit an Effluent Improvement Plan setting out how Council's requirements will be met. The proposed plan must detail the methods/actions proposed to achieve the discharge limits and a timetable for implementation of the proposed actions. Such actions may include more intensive monitoring, improvements to work practices and/or pre-treatment facilities to improve the effluent quality and reliability.

Due diligence programs and contingency plans

A discharger may be required to submit a due diligence program and a contingency plan for some liquid trade waste discharges (generally in Concurrence classification C, Charging Category 3) where it is considered that the discharge may pose a potential threat to the sewerage system. If required, a due diligence program and contingency plan must be submitted to Council within the time specified in the liquid trade waste approval.

V3 18.05.2023

9

Appendix A - Glossary

Authorised assumed concurrence—councils with significant experience in liquid trade waste regulation are encouraged to apply to the Secretary, Department of Planning and Environment seeking to obtain concurrence for council's approval for Classification B and Classification S discharges. If granted, Council will no longer need to forward such applications to the department for concurrence, provided that council complies with the conditions outlined in the notice of concurrence.

Automatic assumed concurrence—council has been granted assumed concurrence for approval for Classification A discharges, provided that council complies with conditions outlined in the notice of concurrence. Such applications may be approved by council without forwarding the application to the department for concurrence.

Biochemical Oxygen Demand (BOD5) —the amount of oxygen utilised by microorganisms in the process of decomposition of organic material in wastewater over a period of five days at 20°C. In practical terms, BOD is a measure of biodegradable organic content of the waste.

Biosolids—primarily organic solids produced by sewage processing. Until such solids are suitable for beneficial use, they are defined as wastewater solids or sewage sludge.

Blackwater—wastewater containing human excrement (i.e. faeces, urine).

Bunding—secondary containment provided for storage areas, particularly for materials with the propensity to cause environmental damage.

Chemical Oxygen Demand (COD) —a measure of oxygen required to oxidise organic and inorganic matter in wastewater by a strong chemical oxidant. Wastewaters containing high levels of readily oxidised compounds have a high COD. **Chemical toilet**—toilets in which wastes are deposited into a holding tank containing deodorizing or other chemicals. Stored wastes must be pumped out periodically.

Commercial retail discharge: commercial discharges can be described as wastes that are discharged from businesses dealing directly with the public.

Commercial caterer—a commercial caterer is typically a stand-alone operation and prepares food for consumption off-site. These types of businesses typically cater to wedding functions, conferences, parties, etc. This definition does not apply to a food processing factory supplying pre-prepared meals to a third party.

Council—for the purpose of this document, "council" refers to a local government body (including Local Water Utility) which provides water supply and sewerage services in regional NSW

Contingency plan—a set of procedures for responding to an incident that will affect the quality of liquid trade waste discharged to the sewerage system. The plan also encompasses procedures to protect the environment from accidental and unauthorised discharges of liquid trade waste, leaks and spillages from stored products and chemicals.

Concurrence—under s. 90(1) of the Local Government Act 1993 and cl. 28 of the Local Government (General) Regulation 2021, council must obtain the written concurrence of the Secretary of the Department of Planning and Environment prior to approving the discharge of liquid trade waste to council's sewerage system. The department's Water Utilities Branch provides concurrence on behalf of the Secretary. **Due Diligence Program**—a plan that identifies potential health and safety, environmental or other hazards (e.g. spills, accidents or leaks) and appropriate corrective actions aimed at minimising or preventing the hazards.

Effluent—the liquid discharged following a wastewater treatment process.

Effluent Improvement Plan (EIP)—the document required to be submitted by a discharger who fails to meet the acceptance limits set down in council's approval conditions and/or liquid trade waste agreement. The document sets out measures taken by a discharger in order to meet the acceptance limits within the agreed timeframe.

Fast food outlet —a food retailing business featuring a very limited menu, precooked or quickly prepared food, and take-away operations. Premises of this nature include KFC, McDonalds, Red Rooster, Pizza Hut, Hungry Jack's, Burger King, etc.

Galley waste —liquid waste from a kitchen or a food preparation area of a vessel; not including solid wastes.

Greywater—wastewater from showers, baths, spas, hand basins, laundry tubs, washing machines, dishwashers or kitchen sinks.

Heavy Metals —metals of high atomic weight which in high concentrations can exert a toxic effect and may accumulate in the environment and the food chain. Examples include mercury, chromium, cadmium, arsenic, nickel, lead and zinc.

Housekeeping—a general term, which covers all waste minimisation activities connected within the premises as part of its operation.

Industrial Discharges—industrial liquid trade waste is defined as liquid waste generated by industrial or manufacturing processes. Examples are provided in Trade Waste Management Guidelines 2021.

Liquid Trade Waste—all liquid waste other than sewage of a domestic nature discharged to the sewerage system.

Mandatory Concurrence—for the liquid waste in Classification C, councils need to obtain concurrence for approval of each discharge. The Water Utilities Branch of the Department of Planning and Environment provides concurrence on behalf of the department's Secretary.

Methylene Blue Active Substances (MBAS) —anionic surfactants. Their presence and concentration are detected by measuring colour change in a standard solution of methylene blue dye.

Minimal Pre-treatment—for the purpose of this document this means sink strainers, basket arrestors for sink and floor waste, plaster arrestors and fixed or removable screens.

Mixed Business—a general store that sells a variety of goods and may also prepare some food.

Open Areaany unroofed process, storage, washing or transport area where rainwater potentially can be contaminated.

Pan—any moveable receptacle kept in a closet and used for the reception of human waste.

PFAS—group of manufactured chemicals, containing a component with multiple fluorine atoms, with many specialty applications. Examples are perfluoro octane sulfonate (PFOS) and perfluorooctanoic acid (PFOA). They are used in a range of products, such as textiles, leather, cosmetics, non-stick coatings in cookware, food packaging, and in some types of fire-fighting foam. These chemicals take a long time to break down in humans and the environment and their persistence and bioaccumulation potential pose concerns for the environment and for human health.

Pit latrines/long-drop toilet/pit toilet —a type of toilet that collects faeces and urine directly into a tank or a hole in the ground

Portable Toilet—toilet in which wastes are deposited into a holding tank used on construction sites, caravans, motor homes, boats, trains and at outdoor gatherings. If chemicals are used to control odours, it is referred to as a chemical toilet.

pH—a measure of acidity or alkalinity of an aqueous solution, expressed as the logarithm of the reciprocal of the hydrogen ion (H+) activity in moles per litre at a given temperature; pH 7 is neutral, below 7 is acidic and above 7 is alkaline. **Premises**—has the same meaning as defined in the Local Government Act Dictionary and includes any of the following:

- a building of any description or any part of it and the appurtenances to it
- land, whether built on or not
- a shed or other structure
- a tent
- a swimming pool

a ship or vessel of any description (including a houseboat)

• a van.

Prescribed Pre-treatment Equipment—standard non-complex equipment used for pre-treatment of liquid trade waste, e.g. a grease arrestor, an oil arrestor/separator, solids arrestor, cooling pit.

Regional NSW—the areas of the state that are not serviced by the Sydney Water Corporation or the Hunter Water Corporation.

Regulation—Local Government (General) Regulation 2021 under the Local Government Act 1993.

Secretary—the head of the Department of Planning and Environment.

Septage—material pumped out from a septic tank during desludging; contains partly decomposed scum, sludge and liquid.

Septic Tank—wastewater treatment device that provides a preliminary form of treatment for wastewater. It provides sedimentation of settleable solids, flotation of oils and fats, and anaerobic digestion of sludge.

Septic Tank Effluent—the liquid discharged from a septic tank after treatment.

Sewage Management Facility—a human waste storage facility or a waste treatment device intended to process sewage and includes a drain connected to such a facility or device.

Sewage of a Domestic Nature—human faecal matter and urine and wastewater associated with ordinary kitchen, laundry and ablution activities of a household, but does not include waste in or from a sewage management facility.

Sewerage System—the network of sewage collection, transportation, treatment and by-products (effluent and biosolids) management facilities.

Sewage treatment works—this is the facility designed to treat sewage. The level of treatment will vary based on the expected quality of the effluent.

Ship-to-Shore Pump-out—liquid waste from a vessel that may be considered for disposal to the sewerage system. This includes on-board toilet wastes, galley wastes and dry dock cleaning waste from maintenance activities.

Sludge—the solids that are removed from wastewater by treatment.

Stormwater Run-off—run-off resulting from rainfall.

Surfactants—the key active ingredient of detergents, soaps, emulsifiers, wetting agents and penetrants. Anionic surfactants react with a chemical called methylene blue to form a blue-chloroform-soluble complex. The intensity of colour is proportional to concentration.

Suspended Solids (SS) —the insoluble solid matter suspended in wastewater that can be separated by laboratory filtration and is retained on a filter.

Total Dissolved Solids (TDS) —total amount of dissolved material in the water.

Total Recoverable Hydrocarbons (TRH)—Both biological and petroleum hydrocarbons which have been extracted (recovered) from a sample. TRH are equivalent to the previously reported Total Petroleum Hydrocarbons (TPH). TRH is

reported in fractions with Carbon chain (C6 – C40). TRH with carbon chain C6 – C10 are flammable.

Waste Minimisation—procedures and processes implemented by industry and business to modify, change, alter or substitute work practices and products that will result in a reduction in the volume and/or strength of waste discharged to sewer

Appendix B – Deemed to be Approved Activities

The list of discharges exempts from obtaining of Council's approval (ie considered as Deemed to be approved) is shown in Table B1. Each such discharger must meet standard requirements specified in this Table.

Note to Council: Council has the option of selecting **either all or only a few** of these discharges as 'deemed to be approved'. However, councils are not permitted to add new discharges to this list. (Refer sections 3.3.3 and 8.3.3.1 of Liquid Trade Waste Management Guidelines 2021 for further information)

Table B 1 Discharges deemed to be approved

Activity generating waste	Requirements
Beautician	Solvents not to be discharged to sewer
Bed and Breakfast (not more than 10 persons including proprietor)	Sink strainers in food preparation areas Housekeeping practices (see Note 4)
Cooling tower <500L/h	No chromium-based products to be discharged to the sewer
Crafts ceramic, pottery, etc. (including hobby clubs) • flows <200 L/d	Nil
 flows 200-1,000 L/d 	Plaster arrestor required
Day care centre (no hot food prepared)	Sink strainers in food preparation areas Housekeeping practices (see Note 4) Nappies, wet wipes are not to be flushed into the toilet
<mark>Delicatessen (no hot food</mark> prepared)	Sink strainers in food preparation areas Housekeeping practices (see Note 4)
Dental technician	Plaster arrestor required
Dental mobile (no amalgam waste)	Nil
Dog/cat grooming/animal wash only	Dry basket arrestor for floor waste outlets and sink strainer required (see Note 3)
	Animal litter and any disposable waste products must not be discharged to sewer
	Organophosphorus pesticides are prohibited to be discharged to sewer
Florist	Dry basket arrestor for floor waste outlet and sink strainer required

Activity generating waste	Requirements
Notifity generating natio	Herbicides/pesticides are not permitted to be discharged to sewer
Fruit and vegetable – retail	Dry basket arrestor for floor waste outlet and sink strainer required (see Notes 3 and 5)
Hairdressing	Dry basket arrestor for floor waste outlet and sink strainer, hair trap
Jewellery shop	
• miniplater	Miniplater vessel to contain no more than 1.5 L of precious metal solution
 ultrasonic washing 	Nil
 precious stone cutting 	If: < 1000 L/d plaster arrestor required
	> 1000 L/d general purpose pit required
*Medical centre/doctor surgery/physiotherapy	Plaster arrestor required, if plaster of paris casts are used
*(Only if plaster cast are made onsite)	
Mixed business (minimal hot	Dry basket arrestor for floor waste outlet and sink
food)	strainer required (see Note 3) Housekeeping practices (see Note 4)
Mobile cleaning units	
carpet cleaning	20-micron filtration system fitted to a mobile unit
 garbage bin washing 	Dry basket arrestor for floor waste outlet required. Discharge via grease arrestor (if available)
Motel (no hot food prepared and no laundry facility)	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 3) Housekeeping practices (see Note 4)
Nut shop	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 3)
Optical service - retail	Solids settlement tank/pit required
Pet shop – retail	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 2)
	Animal litter and any disposable waste products must not be discharged to sewer
	Organophosphorus pesticides are prohibited to be discharged to sewer
Pizza reheating for home delivery	Housekeeping practices (see Note 4)
Venetian blind cleaning	Nil (see Note 2)
Notes:	•

Notes:

1.Where "required" is used, it means as required by council.

2.If activity is conducted outdoors, the work area is to be roofed and bunded to prevent stormwater ingress into the sewerage system.

3.Dry basket arrestors must be provided for all floor waste outlets.

4.Food preparation activities need to comply with sound housekeeping practices including:(a)floor must be dry swept before washing

(b)pre-wiping of all utensils, plates, bowls etc. to the scrap bin before washing up

5.Use of a food waste disposal unit (garbage grinder) and/or a food waste processing unit (food waste digester, composter etc) is not permitted.

Appendix C - Prohibited or restricted substances and wastes from discharge to sewer

This Appendix provides additional information regarding substances and waste either prohibited or restricted from being discharged to sewer (as indicated in Table 2 of this Policy).

C1 Stormwater from open areas

The ingress of stormwater into the sewerage system can cause operational problems and result in sewer overflows, as the sewerage system does not have the capacity for such flows. Under clause 137A of the Regulation, the discharge of roof, rain, surface, seepage or groundwater to a sewerage system is prohibited unless specifically approved.

However, it may not be practical or feasible to totally prevent stormwater contamination and ingress into a sewerage system from some non-residential premises.

The discharge of limited quantities of stormwater (generally, 10 mm of rain) from sealed areas can be considered when roofing cannot be provided due to safety or other important considerations. In such instances, the applicant should take measures to minimise the contamination of stormwater and the volume of stormwater entering the sewerage system (e.g. first flush systems, flow separation, bunding, on-site detention, etc.). The discharge from unsealed areas is not permitted.

Refer to Liquid Trade Waste Management Guidelines 2021 for further information

C2 Contaminated groundwater

Similar to stormwater, discharge of groundwater or seepage water to a sewerage system is prohibited under clause 137A of the Regulation. Accordingly, groundwater extracted during construction activities (e.g. building/road construction activities, vacuum excavation, mining/exploration works, etc.) is not permitted to be discharged to Council's sewerage system directly or indirectly.

However, groundwater previously contaminated by human activities (e.g. service station remediation sites) may be considered for discharge to the sewerage system. Limited quantities of groundwater from remediation projects may be accepted under controlled conditions after appropriate pre-treatment for a limited period.

C3 Discharge of landfill leachate

The discharge of leachate from municipal waste landfills to the sewerage system may be considered under controlled conditions, if there is no other viable option of managing this waste and the discharge is within the Council's acceptance limits. The proponent when seeking approval to discharge leachate to sewer needs to demonstrate that a sound stormwater management plan has been developed and implemented. The plan needs to address:

Segregation of potentially contaminated areas from uncontaminated areas

- Prevention of surface runoff entering leachate collection ponds/dams and to Council sewerage system.
- Appropriate pre-treatment to meet Council's acceptance limits

Only the excess leachate after on-site management within the premise will be considered for sewer discharge, if it meets Council's acceptance criteria. On-site pretreatment to reduce ammonia levels (and other substances, e.g. PFAS) may also be required.

C4 Discharge from float tanks

Float tanks, often referred to as floatation pods, iso-pods (isolation tank), sensory deprivation systems, or REST tanks (restricted environmental stimulation therapy tanks) are typically small, enclosed pods containing about 1,000 litres of water. This water usually contains large quantities of Epsom salts (300 - 700 kg of magnesium sulphate), resulting in total dissolved solids concentration up to 700,000 mg/L.

Discharge of such water to sewer is not permitted due to potential adverse impacts associated with the high salt content on the sewer infrastructure and treatment processes. It is also not appropriate to dispose of such waste to septic tanks or onsite soak wells.

If wastewater is proposed to be transported away for off-site management, the operator of such facilities must provide details of liquid waste transporters and written verification from the receival facilities acknowledging and agreeing to receive such wastewater.

C5 Discharge from Service station forecourts and other refuelling points

C5.1 New premises

The discharge of wastewater from service station forecourts and other refuelling points (e.g. at bus depot, etc.) is not permitted.

Refer to NSW EPA Practice Note, titled Managing Run-off from Service Station Forecourts, June 2019, for options for managing such wastewater.

C5.2 Existing premises

The discharge from existing service stations and other refuelling areas may be permitted, provided appropriate pre-treatment and discharge control requirements are adhered to. Further information is provided in Chapter 3 and **Appendix F** of the Liquid Trade Waste Management Guidelines 2021.

If a refuelling area is refurbished, then the discharge from this area must be disconnected from the sewerage system.

C6 Discharges from liquefaction and/or pulverisation of solid waste by physical or chemical processes

The wastewater arising from liquefaction or pulverisation of solid waste by physical (e.g. pulping, macerating) or chemical means (e.g. dissolving solid waste in highly acidic or alkaline solutions) is not permitted to be discharged to the sewerage system.

Accordingly, discharges from the following devices/processes are not permitted.

• **Macerators** or similar devices that pulverising of solid waste. Solid waste includes, but not limited to sanitary napkin, placenta, surgical waste, disposable nappy, mache bedpan/urine containers, food waste, disposable products and animal waste (dog/cat faeces, cat litter).

 Food waste disposal units, also known as in-sink food waste disposers or garbage grinders in commercial premises. Discharges from existing installations in hospitals and nursing homes may be permitted, provided that wastewater is discharged through an adequately sized grease arrestor (additional charges will be applied).

If the kitchen is refurbished, the food waste disposal unit must be removed.

 Alkaline hydrolysis waste, process where a human or animal tissue is broken down using alkaline solutions at elevated temperatures and pH. The process may be used in animal care facilities, veterinary premises, animal research laboratories, funeral parlours etc. The generated wastewater is of a high strength and may exhibit high loadings on the sewerage system. Accordingly, the wastewater generated by this process is not permitted to be discharged to the sewerage system.

C6.1 Discharge from Solid Food Waste Processing Units (digesters/ composters, etc.)

Discharge from a solid food waste processing unit (digesters/composters, etc) to a Council's sewerage system is a Concurrence Classification C discharge (ie. Charging Category 3), hence Council needs to obtain concurrence to its approval from the department for individual applications.

The quality of wastewater from this equipment depends on the type of solid waste feed into it and the effectiveness of the on-site pre-treatment, hence frequent sampling will be required for monitoring and charging purposes. Sampling needs to be undertaken by either a council officer or an independent party acceptable to council.

Appropriate on-site pre-treatment needs to be provided prior to combining with any other liquid waste stream that discharges to the Council's sewerage system. Each application will be assessed on a case by case basis.

C7 Use of additives in pre-treatment systems

The use of bacterial, enzyme and/or odour controlling agents in pre-treatment equipment (eg. in grease arrestors) is prohibited unless specifically approved by Council with the department's concurrence.

C8 Discharge of disposable products marketed as flushable

Any disposable solid products including those marketed as "flushable" (eg. wet wipes, cleaning wipes, cat litter, etc.) is not permitted to flush down the sewerage system.

Contrary to manufacturers' claims, flushable wet wipes do not breakdown in the sewerage system similarly to a toilet paper and may cause blockages within the premises or in the Council's sewerage system and may cause raw sewage overflow to the environment.

Appendix D - Non-residential sewerage and liquid trade waste fees and charges

This Appendix provides information on Council's charging criteria for liquid trade waste customers. Some guidance is also provided on the applicable non-residential sewerage charges.

The best practice pricing for non-residential sewerage and liquid trade waste services are to ensure that liquid trade waste dischargers pay a fair share of the cost of sewerage services provided by Council. Appropriate pricing is essential to provide relevant pricing signals to non residential and liquid trade waste customers to use water and sewerage system efficiently.

D1 Non-residential sewerage pricing

A non-residential sewerage bills is based on a cost-reflective two-part tariff with an annual access charge and a uniform sewer usage charge per kL. The total discharged volume to the sewerage system can be either measured (by a flow meter) or estimated using the customer's total water consumption multiplied by a sewer discharge factor.

The sewerage bill for a non-residential customer is calculated as follows:

 $B = SDF \times (AC + C \times UC)$

Where:	В	=	Annual non-residential sewerage bill (\$)
	С	=	Customer's water annual consumption (kL)
	AC	=	Annual non-residential sewerage access charge as shown below (\$)
	SDF	=	Sewer discharge factor
	UC	=	Sewer usage charge (\$/kL)

Access charge

The sewerage access charge is proportional to the square of the size of the water supply service connection.

$$AC = \left(AC_{20} \times \frac{D^2}{400} \right)$$

Where: AC20 = Annual non-residential sewerage access charge for 20 mm water service connection (\$)

D = Water supply service connection size (mm)

Sewer Usage charge

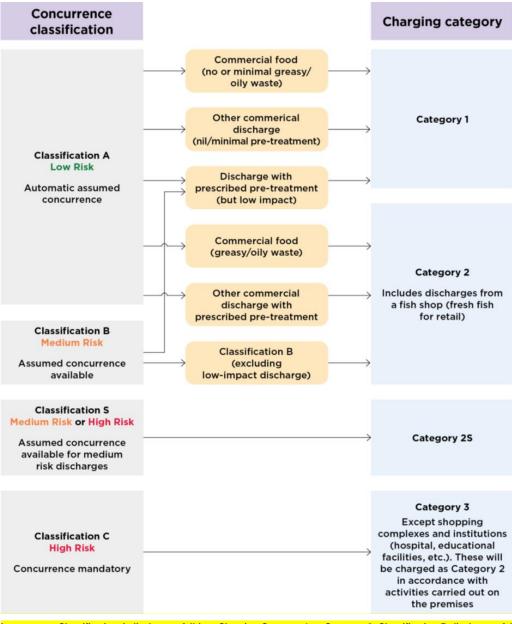
The sewer usage charge (\$/kL) is applied for the total volume of wastewater discharged to the sewerage system.

Detailed guidance for calculation of non-residential sewerage prices are provided in the Department's Water Supply, Sewerage and Trade Waste Pricing Guidelines, 2002, Department of Land and Water Conservation

D2 Liquid Trade Waste fees and charges

This section describes varies fees and charges associated with liquid trade waste and fees and charges applicable to charging categories. Figure 1 shows the relationship between concurrance classifications and charging categories.

Figure 1 Charging categories for liquid trade waste



In summary, Classification A discharges fall into Charging Category 1 or Category 2. Classification B discharges fall into Charging Category 2, except for a few discharges with low impact on the sewerage system which fall into Category 1. Classification S discharges fall into Charging Category 2S and Classification C discharges fall into Charging Category 3.

D2.1 Description of various trade waste fees and charges

Followings sections describe various trade waste fees and charges and the methodology of calculating them.

D2.1.1 Application fee

The application fee recovers the costs of administration and technical services provided by Council in processing a liquid trade waste application. This fee varies for different charging categories to reflect the complexity of processing the application.

D2.1.2 Annual trade waste fee

The purpose of this fee is to recover the costs incurred by council for ongoing administration and scheduled inspections, in order to ensure that the discharge complies with the approval conditions.

As part of an inspection, Council may undertake monitoring which may include, but is not limited to, flow measurement and the sampling. In general, cost of one inspection is included in the annual fee, in particular for Category 1 and 2 discharges.

Annual liquid trade waste fee varies for different charging categories in order to reflect the complexity of their inspection and administration requirements. In particular, for Category 3 discharges, Council may opt to set the annual fee on a case by case basis to reflect the complexity of monitoring requirements and the extent of inspection.

Refer to section D8.4 with regard to annual fees applicable to premises with multiple activities.

Council may require a discharger to pay for monitoring (quantity and quality) based on full cost recovery.

D2.1.3 Inspection fee/re-inspection fee

Cost of one inspection is usually included in annual liquid trade waste fee for charging categories 1 and 2.

However, it may be required to conduct un-planned inspections or re-inspections of a premise (e.g. non-compliance with approved conditions, investigating an accident, etc.). Also, more frequent inspections may be necessary for large and industrial discharges.

Where more than one inspection is undertaken in a financial year and/or the cost of inspections is not included in the annual fee, the cost may be recovered from the discharger as the re-inspection fee.

Council may recover the cost of sample analysis from the discharger, in addition to the the re-inspection fee.

D2.1.4 Renewal fee

Council may apply a renewal fee if an existing approval needs to be renewed or modified.

D2.1.5 Category specific charges

The following sections describe the charging categories and relevant fees and charges. If a discharge is not listed, council will determine (with the consultation of the department) the relevant charging category, based on the quality and the quantity of discharge.

D3 Category 1 discharger

This charging category includes:

Classification A discharges (both commercial retail non-oily/greasy food preparation and other commercial discharges, listed below)

Classifications B discharges identified as low risk.

Some of the above discharges may require prescribed pre-treatment to be installed however, the treated effluent is considered to have a low impact on the sewerage system.

Classification A discharges – commercial retail food preparation activities that do not generate or generate minimal oily/greasy waste: bakery (only bread baked onsite), bistro (sandwiches, coffee only), boarding/hostel < 10 persons, café/coffee shop/coffee lounge (no hot food), canteen/cafeteria (no hot food), community hall/civic centre (minimal food), day care centre (minimal hot food), delicatessen (minimal or no hot food), fruit and vegetable shop, hotel/motel (minimal hot food), ice cream parlour (take away only), juice bar, mobile food van (no hot food), mixed business (minimal hot food), nightclub (no hot food), nut shop, pie shop (re-heating only), pizza no cooking/reheating (pizza heated and sold for consumption off-site), potato peeling (small operation), sandwich shop/salad bar/snack bar (no hot food), take away food outlet (no hot food), school canteen with minimal hot food.

Classification A discharges from other commercial activities: animal wash, beautician/tanning booths/hairdressing, crafts ≤ 1,000 L/d, dental surgery/dental technician (plaster casts), dry cleaning, florist, funeral parlour, jewellery shop, medical centre/physiotherapy (plaster casts), mobile cleaning units, morgue, optical service, pet shop, plants retail (no nursery), non-residential swimming pool/hydrotherapy, veterinary.

Classification A or B discharges with prescribed pre-treatment and low impact on the sewerage system: boiler blowdown, cooling tower, industrial boilers, laboratory (analytical/pathology/tertiary institution), laundry/laundromat, primary and secondary school, vehicle washing/detailing (excluding truck washing).

D3.1 Category 1 discharger - Liquid trade waste charges

D3.1.1 "Deemed to be approved" discharges

<If Council does not have 'Deemed to be approved discharges' delete this section> For a discharger in "Deemed to be approved discharges" (refer to **Appendix B**), following charges will be applicable <Note to Council – Council to describe applicable fees. – Refer to S.8.3.2 of the Trade Waste Management Guidelines 2021 for guidance>

D3.1.2 Category 1 discharger, other than "deemed to be approved"

Category 1 discharger who installs recommended appropriate pre-treatment equipment and maintains them regularly will be required to pay only the annual fee nominated for Category 1.

Liquid trade waste bill for Category 1 discharger (TW1)

TW1=A1

A1 = Annual liquid trade waste fee (\$) for Category 1

D4 Category 2 discharger

Category 2 liquid trade waste dischargers are those discharging waste generated by an activity listed below:

Classification A discharges – commercial retail food preparation/serving activities that generate oily/greasy waste: bakery (pies, sausage rolls, quiches,

cakes, pastries with creams or custards), bistro, boarding house/hostel kitchen (exceeding 10 persons), butcher, café/coffee shop/coffee lounge (with hot food), cafeteria/ canteen (with hot food), chicken/poultry shop –fresh/roast, retail BBQ/charcoal chicken, day care centre with hot food, club, civic centre/community hall, commercial kitchen/caterer, delicatessen with hot food, fast food outlet, fish shop (retail and cooking on-site), function centre, hotel, ice cream parlour, mixed business (hot food), mobile food van (base), motel, nightclub, nursing home, patisserie, pizza cooking, restaurant, sandwich shop/salad bar/snack bar (with hot food), supermarket, take away food outlet with hot food, school canteen with hot food.

Classification A discharges – other commercial discharges: car detailing, craft activities > 1000 L/d, lawnmower repairs, mechanical workshop, stone working, surfboard manufacture (wet process only).

Classification B discharges: auto dismantler, bus/coach depot, bakery (wholesale), butcher (wholesale) construction equipment maintenance and cleaning, boutique or artisan foods, engine reconditioning, equipment hire, maintenance and cleaning, fish co-op, graphic arts, hospital, micro-brewery, oyster processing – shucking, panel beating, radiator repairer, screen printing, service station forecourt, shopping complex, truck washing (platforms/flat beds) and truck washing (external).

D4.1 Category 2 discharger - Liquid trade waste charges

Category 2 discharger who installs appropriate pre-treatment equipment and maintains them will pay annual fee nominated for Category 2 plus the trade waste usage charge.

Liquid trade waste bill for Category 2 discharger (TW2),

TW2=A2+ QTW x C2

A2	=	Annual liquid trade waste fee (\$) for Category	2

QTW = Total liquid trade waste discharge volume (kL)

C2 = Trade waste usage charge (\$/kL)

The liquid trade waste discharge volume is generally estimated by applying a Trade Waste Discharge Factor (TWDF) to the total water consumption unless a discharge meter is installed.

D5 Category 2S discharger

Category 2S dischargers include:

- Transporters who tanker human waste to council's STWs septic tank waste (effluent and septage), ablution block waste (blackwater and greywater), portable toilet waste, sludge from on-site aerated wastewater treatment systems (AWTS) for single households, waste from pit toilets, night soil.
- Ship-to-shore pump out facility owners/operators toilet waste and/or grey water
- Owners/operators of 'dump points' directly connected to the sewer for disposal toilet waste and/or grey water from a bus or a recreation vehicle (RV), e.g. caravan, motor home.

D5.1 Category 2S discharger - Liquid trade waste charges

D5.1.1 Transported human waste

The transporters of human waste will be required to pay waste disposal charge (\$/kL).

Liquid trade waste bill for Category 2S waste transporter (TWTw),

TWTW=ATW+ QTW x CTW

<mark>Ат</mark>	=	Annual fee (\$) for transported waste
Q TW	=	Transported human waste volume (kL)
Стw	=	Charging rate (\$/kL) for the transported waste (may vary based on the
		type of waste transported)
Note:		ling rate C _{TW} can be varied for different type of waste, i.e. septic waste, ablution block , sludge from AWTS, pit toilets etc. Refer to Council's annual Management Plan.

D5.1.2Ship-to-shore waste pump-out facility

The owner/operator of a ship-to-shore waste receival facility will be required to pay an annual fee and waste disposal charge based on the discharge volume (\$/kL), if practical to estimate the discharge volume. If the discharge volume cannot be established, council may negotiate the waste disposal charge based on the expected discharge volume.

Liquid trade waste bill for ship-to-shore pump out facility owner (TWsts),

TWsts=Asts+ Qtw x Csts

Asts = Annual fee (\$)

QTW = Discharge volume (kL) (measured or negotiated)

Csts = Charging rate (\$/kL)

Note: The above charges are applicable to owners/operators of ship-to-shore pump out facility discharging such waste directly to council's sewerage system and **not** to individual or commercial boat owners using the facility. This policy does not provide information on how to charge individual boat owners using a facility to dispose of their wastewater.

D5.1.3Waste dump points

Dump points are often located in public places (roadside), hence the monitoring of discharge volumes is not practical. Accordingly, only an annual fee is applied for stand-alone dump points.

Liquid trade waste bill for dump point operator (TWDP) (if applicable),

TWDP=ADP

ADP = Annual fee for dump point (\$)

D6 Category 3 discharger

Category 3 liquid trade waste dischargers are those conducting an activity which is of an industrial nature and/or which results in the discharge of large volumes of liquid trade waste to the sewerage system. Any Category 1 or 2 discharger whose volume

exceeds the limits shown below becomes a Category 3 discharger (excluding shopping centres and institutions):

Classification A discharge > 20 kL/d

Classification B discharge – as shown in Chapter 5 of the Guidelines.

Classification C discharges include: abattoir, acid pickling, adhesive/latex manufacture, agricultural and veterinary drugs, anodising, bitumen and tar, bottle washing, brewery, cardboard and carton manufacture, carpet manufacture, caustic degreasing, chemicals manufacture and repackaging, contaminated site treatment, cooling towers, cosmetics/perfumes manufacture, cyanide hardening, dairy processing* (milk/cheese/yoghurt/ice cream, etc.), detergent/soaps manufacture, drum washing, egg processing, electroplating, extrusion and moulding (plastic/metal), feather washing, fellmonger, felt manufacture, fertilisers manufacture, fibreglass manufacture, filter cleaning, foundry, food processing* (cereals/cannery/condiments/confectionary/edible oils/fats/essence/flavours/fish/fruit juice/gelatine/honey/meat/pickles/smallgoods/tea and coffee/vinegar/yeast manufacture, etc.), food waste processing unit (digester/composter), fruit and vegetable processing, flour milling, galvanising, glass manufacture, glue manufacturer, ink manufacture, laboratories (excluding those in Category 1 & 2), liquid wastewater treatment facility (grease trap receival depot and other pump-out waste depot), metal finishing, metal processing (refining/rumbling/non cyanide heat treatment/phosphating/photo engraving/printed circuit etching/sheet metal fabrication etc.), mirrors manufacture, oil recycling (petrochemical) and refinery, paint stripping, paint manufacture, paper manufacture, pet food processing, plants nursery (open areas), pharmaceuticals manufacture, plaster manufacture, powder coating, potato processing, poultry processing, printing (newspaper, lithographic), saleyards, sandblasting, seafood processing, slipway, soft drink/cordial manufacture, starch manufacture, sugar refinery, tanker washing, tannery, timber processing (joinery and furniture/plywood/hardwood), textile manufacture (wool dyeing/spinning/scouring), tip leachate, transport depot/ terminal, truck washing (internal), waxes and polishes, water treatment backwash, wholesale meat processing, winery, distillery, wine/spirit bottling.

* Excluding small boutique, craft or artisan food industries not exceeding the discharge volume shown in the Liquid Trade Waste Management Guidelines, 2021.

D6.1 Category 3 discharger - Liquid trade waste charges

D6.1.1 Excess mass charges

Category 3 discharger will be required to pay the annual liquid trade waste fee plus excess mass charges.

Liquid trade waste bill for Category 3 discharger (TW3),

TW3=A3+ EMC

A₃ = Annual liquid trade waste fee (\$)**

EMC = Excess mass charges (\$)

Note: **Annual fee may vary for different business activities, depending on the complexity and time taken for inspection.

How excess mass charges are calculated

Excess mass charges will be applicable for substances discharged in excess of the 'Deemed Concentrations' in domestic sewage. For the purpose of excess mass charge calculation, the deemed concentrations of substances in domestic sewage are listed in Table D1.

Table D1 Deemed concentration of substances in domestic sewage

Substance	Concentration (mg/L)
Biochemical Oxygen Demand (BOD ₅)	300
Suspended Solids	300
Total Oil and Grease	<mark>50</mark>
Ammonia (as Nitrogen)	<mark>35</mark>
Total Kjeldahl Nitrogen	<mark>50</mark>
Total Phosphorus	<mark>10</mark>
Total Dissolved Solids	<u>1000</u>
Sulphate (SO ₄)	<mark>50</mark> #

The concentration in the potable water supply to be used if it is higher than 50 mg/L.

NB. Substances not listed above are deemed not to be present in domestic sewage. For excess mass charge calculation, equation (1) below will be applied for all parameters including for BOD5 up to 600 mg/L (but excluding COD and pH).

EMC (\$) =	<u>(S - D</u>) x Q _{TW} x U 1,000
Where:	S	Concentration (mg/L) of substance in sample
	D	 Concentration (mg/L) of substance deemed to be present
		in domestic sewage
	QTW	Volume (kL) of liquid trade waste discharged to the
		sewerage system
	U	Unit charging rate (\$/kg) for the substance (note that this
		rate varies from substance to substance. Refer to council's
		annual Management Plan for charging rates for various
		substances)

D6.1.2Excess mass charges for BOD BOD up to 600 mg/L

Equation (1) applies for BOD5 up to 600 mg/L. Note that there are no excess mass charges if the BOD does not exceed 300 mg/L (deemed concentration of BOD in domestic sewage).

Excess mass charges for BOD exceeding 600mg/L

If council approves the acceptance limits for BOD5 higher than 600mg/L, an exponential type equation will be used for calculation of the charging rate Ue (\$/kg) as shown in equation (2). This provides a strong incentive for dischargers to reduce the strength of waste.

Note that equation (5) will be used where the discharger has failed to meet their approved BOD limit on more than two instances in a financial year.

Ue is the excess mass charging rate Ue (\$/kg) for BOD is calculated as:

 $\underbrace{Ue}_{600 \text{ mg/L}} = 2\text{C} \times \frac{(\text{Actual BOD - 300 \text{ mg/L}})}{600 \text{ mg/L}} \times 1.05 \frac{(\text{Actual BOD - 600 \text{ mg/L}})}{600 \text{ mg/L}}$ $\underbrace{Where: C = Charging rate (\$/kg) \text{ for BOD5 600 \text{ mg/L}}}_{\text{Actual BOD = Concentration of BOD5 as measured in a sample}}$

D7 Non-compliance liquid trade waste charges

Non-compliance charges for Category 1 and 2 dischargers If the discharger has not installed or maintained appropriate pre-treatment equipment, the following non-compliance trade waste usage charges will be applied for the relevant billing period:

D7.1 Category 1 discharger - non-compliance charges

The trade waste usage charge (\$/kL) as per Council's Management Plan will be applied.

D7.2 Category 2 discharger – non-compliance charges

For Category 2 discharger, a non-compliance charge will be 5 times of trade waste usage charge as outlined in the Council's Management Plan

Dischargers who have an undersized grease arrestor and improved the effluent quality by other means (e.g. increased pump-outs, installing additional pre-treatment equipment, etc.) will pay a trade waste usage charges in accordance with a Category 2 discharger.

Dischargers who cannot install a grease arrestor or those who have an arrestor with capacity significantly less than the required size and are unable to improve the effluent quality by means described above will have to pay non-compliance trade waste usage charges, be as per Category 2 non-compliance charge above.

D7.3 Non-compliance charges for Category 3 discharger

If a discharger in charging Category 3 fails to comply with the acceptance limits specified in council's approval conditions, following non-compliance charges will be applicable.

D7.3.1 Non-compliance pH charge

If the pH of the waste discharge by Category 3 discharger is outside the approved range, equation (3) is used for the calculation of non-compliance pH charges. This

equation provides an incentive for dischargers to install and properly maintain a pH correction system, so their waste remains within the approved pH limits. Charging rate for pH, if outside the approved range =

K x | actual pH – approved pH | # x 2 | actual pH – approved pH | # (3) # Absolute value to be used. K = pH coefficient in \$

Example 4:

Council has approved the pH range 7.0 to 9.0 for a large discharger. pH coefficient (K) listed in council's Management Plan is \$0.45

Case 1: pH measured 6.0

Charging rate for pH (\$/kL) = 0.45 x | 6 – 7 | # x 2 ^{|6-7|#} = \$0.90/kL

Case 2: pH measured 11.0

Charging rate for pH ($\frac{k}{k}$ = 0.45 x | 11 – 9 # x 2 $\frac{11 - 9}{4}$ = 3.60/k

D7.3.2Non-compliance excess mass charges

Equation (4) shall apply for non-compliance excess mass charges for various substances, except for BOD5 where equation (5) shall apply to calculate the charging rate.

	$(S - A) \times Q \times 2U$	$(S - D) \times Q \times U$
Non-compliance Excess Mass Charges (\$) =	1000	1000

Where:	S A	= =	Concentration (mg/L) of a substance in sample Approved maximum concentration (mg/L) of pollutant as specified in council's approval (or liquid trade waste policy)
	Q	=	Volume (kL) of liquid trade waste discharged for the period of non-compliance
	U	=	Excess mass charging rate (\$/kg) for the substance, as shown in council's annual Management Plan
	D	=	Concentration (mg/L) of the substance deemed to be present in domestic sewage

D7.3.3Non-compliance excess mass charges for BOD

The non-compliance excess mass charging rate (Un) for BOD5 is calculated by using equation (5):

Un is the BOD5 non-compliance excess mass charging rate in (\$/kL).

$$U_{n} = 2C \times \frac{(A - 300 \text{mg/L})}{600 \text{mg/L}} \times 1.05^{\frac{(A - 600 \text{mg/L})}{600 \text{mg/L}}} + 4C \times \frac{(\text{Actual BOD} - A)}{600 \text{ mg/L}} \times 1.05^{\frac{(\text{Actual BOD} - A)}{600 \text{ mg/L}}}$$

D8 Other applicable liquid trade waste charges

D8.1 Garbage grinders - Food waste disposal charge

Additional charges will apply for a food waste disposal unit (in-sink food waste disposers/garbage grinders) in an existing hospital, nursing home or other eligible facility where council has permitted such installation.

These charges are in addition to category specific liquid trade waste fees and charges (e.g. Category 2 charges plus UF).as shown below:

Food waste disposal charge (\$) = B x UF

¹⁴ For existing installations of garbage grinders only. New installations are not permitted.

Where:	В	=	Number of beds in hospital or nursing home.
	UF	=	Annual charging rate (\$/bed) for a food waste disposal
			unit at a hospital or nursing home.

D8.2 Solid food waste processing unit

Discharge of waste from a solid food waste processing unit (digester/composter) is classified as Concurrence Classification C and is in charging Category 3.

Excess mass charges for all parameters in excess of the deemed concentrations in domestic sewage and non-compliance charges, above the council's acceptance limits, will be applicable to the waste stream from such equipment (refer s. D6.1.for further information).

In addition, the discharger needs to bear the cost of frequent sampling as the quality of wastewater dependent on the solid waste input to the processing unit and the effectiveness of the on-site pre-treatment equipment.

D8.3 Discharge of stormwater from large open areas or large quantities of groundwater to the sewerage system

The discharge of roof, rain, surface, seepage or ground water to the sewerage system is prohibited under clause 137A of the Local Government (General) Regulation 2021 and this policy. Consideration will be given to the acceptance of limited quantities of contaminated stormwater (first flush stormwater) based on a case-by-case assessment.

If stormwater run-off from a large areas or groundwater is approved for discharge to sewer for a Category 3 discharger (e.g. saleyards), a volume based charge similar to the non-compliance usage charging rate (\$/kL) for Category 2 will be applied (e.g. 5 to 10 times of Usage charging rate listed in council's Management Plan. Excess mass charges may be also applied to such discharges

D8.4 Charges for premises with multiple liquid trade waste streams

Examples of premises with multiple waste streams include:

- shopping centres
- commercial strata units

institutions, e.g. hospitals, tertiary educational facilities and correctional centres

• other premises with multiple waste streams, e.g. premises comprising food cooking/serving activities and "Boutique/artisan food" businesses. For example, a liquid trade waste application may include a restaurant or a hotel, a microbrewery, a chocolate making and/or a cheese making shops, all located on the same site.

D8.4.1 Shopping centre

Council will apply trade waste usage charge based on the estimated trade waste discharge volume.

D8.4.2 Commercial strata title units

Councils will issue individual liquid trade waste bills to each owner of the strata title unit

D8.4.3 Hospitals, tertiary educational facilities and correctional centres

Council will generally issue a liquid trade waste bill to the management of the above premises.

Council will apply trade waste usage charge based on the estimated trade waste discharge volume.

If food preparation activities are carried out by an outside contractor, e.g. take away food outlets in the educational facilities. Council may issue a separate liquid trade waste bill to such individual shops, where practical. It may require an individual water meter or a check meter to be installed at the relevant service line.

D8.4.4 Other premises with multiple waste streams

There are some premises where various "boutique type" businesses are located on the same site as restaurants, café, etc. For example, a premise may include a restaurant, a microbrewery, a chocolate making shop and a cheese making business, all owned by the same owner. When a liquid trade waste application includes a few different activities on the same site, council will assess the application and determine the relevant charging categories and applicable fees and charges.

Appendix E – List of discharges Council may approve

E1 Classification A

Discharges from activities that Council can process without seeking Department concurrence, subject to complying with certain requirements.

Food preparation/serving, generating liquid waste, up to 16 kL/day	Other Activities generating liquid waste, up to 5 kL/day
Bakery (retail)	Animal wash (pound, stables, racecourse, kennels, mobile animal wash)
Bed and Breakfast (<10 persons)	Beautician
Bistro	Boiler blowdown
Boarding house/hostel kitchen	Car detailing
Butcher (retail)	Cooling towers
Café/coffee shop/coffee lounge	Craft activities (pottery, ceramics, cutting and polishing of gemstones or making of jewellery)
Canteen	Dental surgery
Cafeteria	Dental technician
Chicken/poultry shop (fresh chicken/game, retail, barbeque/roast chicken)	Dry-cleaning (separator water, boiler)
Club (kitchen wastes)	Florist
Commercial kitchen/caterer	Funeral parlour/morgue
Community hall/civic centre/function centre (kitchen waste)	Hairdressing
Day care centre	Jewellery shop
Delicatessen	Laboratory (pathology/analytical)
Doughnut shops	Laundry or laundromat (coin operated)
Fast food outlets (McDonalds, KFC, Burger King, Hungry Jack, Pizza Hut, Red Rooster, etc.)	Lawnmower repairs
Fish shop (retail—fresh and/or cooked)	Mechanical repairs/workshop
Fruit and vegetable shop (retail)	Medical centre/doctor surgery/physiotherapy— plaster of paris casts, laboratory
Hotel	Mobile cleaning units
Ice-cream parlour	Nursing home (other than food-related activities)

Food preparation/serving, generating liquid waste, up to 16 kL/day	Other Activities generating liquid waste, up to 5 kL/day
Juice bar	Optical services
Mixed business	Per shop (retail)
Mobile food van	Photographic tray work/manual development
Motel	Plants retail (no nursery or open <mark>space)</mark>
Nightclub	School (other than kitchen waste)
Nursing home kitchen	Stone working
Nut shop	Surfboard manufacturing (wet process only)
Patisserie	Swimming pools/spas/hydrotherapy pools
Pie shop	Vehicle (car) washing (by hand/wand, automatic car wash/bus wash/external truck wash or underbody/engine degrease only)
Pizza shop	Venetian blind cleaning
Restaurant	Veterinary surgery
Salad bar	
Sandwich shop	
School – canteen, home science	
Snack bar	
Supermarket	
(with butcher/bakery/delicatessen/seafood or roasted chicken)	
Take away food shop	

Appendix F - Framework for regulation of liquid trade waste

F1 The NSW framework for regulation of sewerage and trade waste

The NSW framework is driven by the NSW Government's Best Practice Management of Water

Supply and Sewerage Guidelines, 2007. Sound regulation of sewerage and liquid trade waste is

a key element of the 2007 guidelines, and requires each council to implement all the following

integrated measures:

1.Preparation and implementation of a sound trade waste regulation policy, assessment of each trade waste application and determination of appropriate conditions of approval. The conditions must be consistent with the LWU's Integrated Water Cycle Management Strategy and demand management plan. In addition, execution of a liquid trade waste services agreement is required for large dischargers to assure compliance.

2.Preparation and implementation of a sound Development Servicing Plan, with commercial sewerage developer charges to ensure new development pays a fair share of the cost of the required infrastructure.

3.Full cost recovery with appropriate sewer usage charges and trade waste fees and charges in order to provide the necessary pricing signals to dischargers. These charges must include non-compliance trade waste usage charges and noncompliance excess mass charges in order to provide the necessary incentives for dischargers to consistently comply with their conditions of approval.

4.Monitoring, mentoring and coaching of dischargers in order to achieve cleaner production and assist them to comply with their conditions of approval.

5.Enforcement, including appropriate use of penalty notices in the NSW legislation. Orders may also be issued under the Local Government Act 1993.

6.Disconnection of a trade waste service in the event of persistent failure to comply with the LWU's conditions of approval.

Together, the above six measures comprise the NSW framework for regulation of sewerage and trade waste. The framework involves a preventive risk management approach, which has been developed to address the use of common pool resources by providing economic incentives for dischargers to minimise their waste and to consistently comply with their conditions of approval.

F2 Alignment with the national framework for wastewater source management

The NSW framework for regulation of sewerage and trade waste is outlined in section 3.1. The NSW framework is driven by the NSW Government's Best-Practice Management of Water Supply of Sewerage Guidelines, 2007 and is consistent with that in the National Framework for Wastewater Source Management.

COMMITMENT

The following 12 elements of the National Framework for Sewage Quality Management are set out in Figure 2 of Australian Wastewater Quality Management Guidelines, July 2022, WSAA

1. Commitment to Wastewater Source Management

In particular, under the Best-Practice Management Guidelines each LWU is required to achieve the following outcomes:

In particular, under the Best-Practice Management Guidelines each LWU is required to achieve the following outcomes:

- Prepare and implement a 30-year Integrated Water Cycle Management Strategy, demand management plan, pay-for-use water supply pricing and community and customer involvement (Elements 1, 6, 8)
- Annual performance monitoring, including an annual triple bottom line (TBL) Performance Report and Action Plan to identify and address any areas of under-performance
- (Elements 5, 6, 9, 10, 11, 12)
- Achieve full cost recovery for water supply, sewerage and trade waste services and apply an appropriate non-residential sewer usage charge (Elements 3, 8)
- Prepare and implement a sound trade waste regulation policy and issue an appropriate approval to each trade waste discharger, including waste minimisation and cleaner production (Elements 1, 2, 3, 4, 7, 8)
- Appropriate trade waste fees and charges (including incentives to comply with LWU's approval conditions through non-compliance trade waste usage charges and non-compliance excess mass charges) (Elements 3, 8)
- Trade waste services agreement for large dischargers to assure compliance (Elements 3, 8)
- Appropriate training of LWU staff and monitoring, mentoring and coaching of trade waste dischargers (Elements 1, 4, 5, 7, 8)
- Enforcement, including appropriate use of penalty notices or orders (Elements 3, 8)
- Disconnection of a trade waste service in the event of persistent failure to comply with the LWU's conditions of approval (Element 8).

Appendix G – Legislative provisions

Provisions in the Local Government (General) Regulation 2021 in regard to acceptance of liquid trade waste into the sewerage system

Clause 25 Matters to accompany applications relating to discharge into sewers An application for approval to discharge trade waste into a sewer under the control of a Council or that connects with such a sewer must be accompanied by the information required by Table 1 of the Liquid Trade Waste Management Guidelines[#].

Clause 28 Approval to discharge waste into sewers: concurrence required

A council must not grant an approval under <u>section 68</u> of the <u>Act</u> to discharge trade waste (whether treated or not) into a sewer of the council unless the Director-General* of the Department of Trade and Investment, Regional Infrastructure and Services (or that Director-General's nominee) has concurred with the approval.

Note: <u>Section 90</u> (2) of <u>the Act</u> permits any person or authority whose concurrence is required before an approval may be granted to give the council notice that the concurrence may be assumed (with such qualifications or conditions as are specified in the notice).

Clause 32 Disposal of trade waste

(1) An approval to dispose of trade waste into a sewer of the council is subject to such conditions (if any) as the council specifies in the approval.

(2) In imposing any such conditions, the council is to have regard to the matter set out in Table 5 of the Liquid Trade Waste Management Guidelines[#].

Clause 159 Prevention of waste and misuse of water

The owner, occupier or manager of premises to which water is supplied by the council must:

(a) prevent waste of water by taking prompt action to repair leaking taps, pipes or fittings located on the premises

(b) take any other action that is reasonable to prevent waste and misuse of water.

137A Substances prohibited from being discharged into public sewers

(1) For the purposes of <u>section 638</u> of <u>the Act</u> (Discharge of prohibited matter into sewer or drain), roof, rain, surface, seepage or ground water is prescribed as prohibited matter.

(2) This clause does not apply in relation to:

(a) a discharge that is specifically approved under section 68 of the Act, or

(b) a discharge into a public drain or a gutter of a council, or

(c) a discharge in an area of operations within the meaning of the <u>Sydney</u> <u>Water Act 1994</u> or the <u>Hunter Water Act 1991</u>.

143 Inspection of pipes and drains and measurement of water and sewage

(1) The council may, at any reasonable time:

(a) inspect any service pipe connected to a water main, and

(b) inspect any drain connected to a sewer main, and

(c) install meters or other devices for measuring the quantity of water supplied to, or the quality and quantity of sewage discharged from, premises, and

(d) measure the quantity of water supplied to, or the quality and quantity of sewage discharged from, premises, and

(e) inspect any pre-treatment devices connected to the council's sewerage system.

In accordance with the Government Sector Employment Act 2013, this is the Secretary of the NSW Department of Planning and Environment.

(2) The occupier of the relevant premises must provide to the council such information as it requires to enable it to estimate the quantity of water actually supplied to, or the quality and quantity of sewage actually discharged from, the premises.

(3) In this clause,

"pre-treatment device" means any device used to reduce or eliminate contaminants in trade waste, or to alter the waste's nature, before it is discharged into a sewer.

SCHEDULE 12 – Penalty notice offences

Column 1	Column 2
Offence under Local Government Act 1993	Penalty
<u>Section 626</u> (3)-carry out without prior approval of council an activity specified in item 4 of Part C (Management of waste) of the Table to <u>section 68</u>	<mark>\$330</mark>
<u>Section 627</u> (3)-having obtained the council's approval to the carrying out of an activity specified in item 4 of Part C (Management of waste) of the Table to <u>section 68</u> , carry out the activity otherwise than in accordance with the terms of that approval	<mark>\$330</mark>

"Liquid Trade Waste Management Guidelines" means the Guidelines of that name produced by the Department of Energy, Utilities and Sustainability in March 2005, as in force from time to time. The 2005 Guidelines have now been superseded by Liquid Trade Waste Management Guidelines, 2021.

Environment and Planning - 18 May 2023

ITEM 11.2 Reallocation of streetscape budget allocation

FILE REFERENCE I23/135

AUTHOR Acting Director of Environment and Planning

ISSUE

This report outlines the need to reallocate previously budgeted funds to enable the draft community master plans to be completed.

RECOMMENDATION That -

1. Council resolve to reallocate \$74,361.36 from the former streetscape funding allocation to enable the community master plans to proceed.

BACKGROUND

A master plan is a document and policy guide designed to help communities create a vision of what they want to look like in the future. Master plans help guide communities in their decisions on land use development and preservation.

In order to write a master plan, the process begins with a study of existing conditions, including demographics, housing, transportation, economic trends, or other analyses. The public is then engaged to give input how they want the community to grow in the future.

Council commenced developing master plans for Collector, Crookwell and Gunning. These plans were being developed 'in house' by Council's Strategic Planners; however, the relevant staff have resigned and have been unable to be replaced.

To enable the master plans to be finalised it is recommended that available funds be reallocated from the former streetscape fund to enable a suitable planning consultant to be engaged.

REPORT

Acknowledging and understanding the key features that make the Upper Lachlan Shire work is vital to ensuring local business and community needs are appropriately addressed in new master plans for the growth areas of the Upper Lachlan Shire, Crookwell, Collector, Gunning and Taralga.

The Upper Lachlan Local Strategic Planning Statement and existing draft master plans and Character Statements for Collector, Crookwell and Gunning, indicate that the Upper Lachlan Shire is growing and there are emerging pressures, challenges and opportunities that need to be properly understood to plan for future development.

Environment and Planning **REALLOCATION OF STREETSCAPE BUDGET ALLOCATION** cont'd

Located close to the Hume Highway and to Canberra and Sydney, the towns of Collector, Crookwell and Gunning continue to attract visitors, growth and development, which must be carefully guided to ensure community values and needs continue to be met.

Council is interested to review its strategy approach to the main towns of Collector, Crookwell, Gunning and Taralga under a master planned approach. This strategic review would inform and provide the link between LSPS objectives and setting the brief for changes to land-use zoning, transport and infrastructure planning into the future.

A broad range of planning matters need to be considered in the master plan review, including urban character and form, land supply and demand, land-use and zoning, affordability, transport and infrastructure uplift, employment and lifestyle opportunities, ecological sustainable development and technology and innovation.

The review of the draft master plans is considered the most efficient method of detailing potential future challenges and opportunities, and to list any further planning work required to change necessary land-use zonings, development control plans, council transport plans and assets management plans.

To enable the review of the draft master plans Council is required to allocate funding to engage a suitable planning consultant. It is suggested that with funding from an existing allocation and funding allocated in the 2022/23 budget the overall project can proceed subject to costings being finalised.

POLICY IMPACT

Nil impact on existing policies and if implemented it will enable the Council master plans to be adopted and implemented.

OPTIONS

Option 1: not support the reallocation of the funds, which would result in the project not being completed and impact on Council's ability to remain proactive in the development of existing and future strategic documents.

Option 2: support the reallocation of the funds to enable to project to be commence – **recommended option**.

FINANCIAL IMPACT OF RECOMMENDATIONS

The former streetscape general ledger initially had \$220,000.00 in reserves allocated to upgrading and improving the streetscape of the communities' within the Shire.

At the meeting of October and December 2022 Council resolved to purchase 5 and a further 17 electronic traffic speed-warning signs. Council staff have purchased and installed five of the speed warning signs at a cost of \$25,638.64, the additional 17-speed warning signs will cost a further \$120,000.00 to install.

Based on Council allocating \$145,638.64 towards the purchase and installation of the electronic traffic speed warning signs it is proposed to utilise the remaining funds, being

Environment and Planning **REALLOCATION OF STREETSCAPE BUDGET ALLOCATION** cont'd

\$74,361.36 to assist in the finalisation of the master plans, subject to quotes being finalised.

Council is advised that there is an allocation of \$30,000.00 in the 2022/23 budget towards the completion of the master plan, which would provide \$104,361.36 to enable the project to be proceed.

RECOMMENDATION That -

1. Council resolve to reallocate \$74,361.36 from the former streetscape funding allocation to enable the community master plans to proceed.

ATTACHMENTS

Nil

12 INFRASTRUCTURE DEPARTMENT

There were no items submitted for this section at the time the Agenda was compiled.

13 FINANCE AND ADMINISTRATION

The following item is submitted for consideration -

13.1Quarterly Budget Review Statements - 3rd Quarter
2022/2023138

Finance and Administration - 18 May 2023

ITEM 13.1	Quarterly Budget Review Statements - 3rd Quarter
	2022/2023

FILE REFERENCE I23/132

AUTHOR Director of Finance and Administration

ISSUE

A Financial Summary and Key Performance Indicators report for the 3rd Quarter Budget Review in 2022/2023 is provided for the information of Council.

RECOMMENDATION That -

- 1. Council endorse the 3rd Quarter Budget Review Statements for 2022/2023 including revotes of income and expenditure to the Operational Plan; and
- 2. Council endorses the Operational Plan Performance Summary Report.

BACKGROUND

This report details the financial summary and Key Performance Indicators for the 3rd Quarter Budget Review in 2022/2023.

REPORT

The Quarterly Budget Review Statements are prepared for Upper Lachlan Shire Council in accordance with the Office of Local Government guidelines. The quarterly review statements are comprehensive and should be read in conjunction with the Operational Plan performance summary report.

The Income and Expenses Budget Review Statement provides an overview of Council operations for the 3rd Quarter of the 2022/2023 financial year. The following is a financial summary of the data as at 31 March 2023 – see Attachment 3:-

- 1. Council has raised 75% of the operating budgeted income.
- 2. Council has expended 81% of the operating budgeted expenditure, (includes actual expenditure and creditor commitments).
- 3. Capital grants and contributions income received is 21% of the revised budgeted capital income.
- 4. Council has expended 50% of the revised budgeted capital expenditure (including actual capital expenditure and creditor commitments) on asset acquisitions and renewals.

Finance and Administration QUARTERLY BUDGET REVIEW STATEMENTS - 3RD QUARTER 2022/2023 cont'd

Budget Revotes

On 16 June 2022, Council resolved an original operating budget deficit, before capital grants and contributions, totalling \$2.076 million.

Since Council adopted the original budget, there are operational budget net revotes increase in expenditure and income for the 1st, 2nd and 3rd Quarters totalling \$1.847 million additional net operating income. The revised net operating budget shows a deficit result forecast totalling \$229,208, before capital grants and contributions. A significant revote in the 3rd Quarter is the new operating grant for 3.482 million for the NSW Government Regional and Local Roads Repair Program (RLRRP).

The operational and capital budget revotes of income and expenditure and movements in transfer from reserves for the 3rd Quarter are detailed in Attachment 5.

Operational Budget Analysis

Council's operational budget analysis is outlined in Attachment 3. The year to date actual to budget operating income shows that total income received year to date is 6.70% higher than anticipated forecast to total income year to date. The year to date actual to budget operating expense is 7.80% higher than the anticipated forecast of total expenditure year to date.

The Operating Budget Review Statement by Function gives further detail of Council services in Attachment 4. This document shows the net budgeted cost of each Council function and illustrates the cost to Council in providing a particular service.

Capital Budget Analysis

Total capital expenditure budget, for all funds, including accounts payable commitments is 50% complete at year to date as detailed in Attachments 7 and 8. Attachment 8 provides details in regards to progress of each individual capital project.

However, it may be noted that the actual capital expenditure year to date (excluding creditors expense commitments) totals only 33% project budget completed at year to date. The consequential impact of unseasonal wet weather on local road assets condition shire-wide has delayed commencement and progress on numerous construction projects. In addition, there have been delays with commencement and completion of large construction projects such as MAAC, Tablelands Way, Wombeyan Caves slope stability work, Roads to Recovery road projects, Fixing Local Roads grant funded projects and the Gunning Showground Amenities project.

The General Fund revised capital expenditure program is 49% completed at year to date. Major projects substantially commenced or completed include the Local Roads Bridge Construction Program, Grabine Road project, Wheeo Road, Reids Flat Boiler Hill roadworks, Robertson Lane (Crookwell) road sealing, Gurrundah Road reconstruction project, School Zone Infrastructure Program and North Crookwell storm water upgrades.

Finance and Administration QUARTERLY BUDGET REVIEW STATEMENTS - 3RD QUARTER 2022/2023 cont'd

Cash flow

The Council projected short-term liquidity financial position is satisfactory with the total cash and investments held as at 31 March 2023 totalling \$32.257 million.

The cash and investments held at 30 June 2022, totalled \$31.295 million. At 31 December 2022, cash and investments held totalled \$30.4 million. The Cash and Investments Quarterly Budget Review Statement (Attachment 6) details the unrestricted cash, internal reserve restrictions and external reserve restrictions both in total and in movements to 31 March 2023.

POLICY IMPACT`

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

There are operational and capital income and expenditure revotes detailed in Attachment 5 including transfers from internal and external restricted reserves for prior years carry over works and new grant projects.

RECOMMENDATION That -

- 1. Council endorse the 3rd Quarter Budget Review Statements for 2022/2023 including revotes of income and expenditure to the Operational Plan; and
- 2. Council endorses the Operational Plan Performance Summary Report.

ATTACHMENTS

1. <u>↓</u>	1 - Responsible Authorised Officer Statement	Attachment
2. <u>↓</u>	2. Contracts Consultancy and Legal Statement	Attachment
3. <u>↓</u>	3. Income and Expenses Budget Review Statement	Attachment
4. <u>↓</u>	4. Operating Budget Review by Function	Attachment
5. <u>↓</u>	5. Material Variations and Revotes	Attachment
6. <u>I</u>	6. Cash and investments	Attachment
7. <u>I</u>	7. Capital Budget Summary Review	Attachment
8. <mark>↓</mark>	8. Capital Expenditure	Attachment
9. <u>I</u>	9. Capital Income	Attachment
10. <u>↓</u>	Operational Plan KPI - 3rd Quarter 2022-2023	Attachment

UPPER LACHLAN SHIRE COUNCIL

Quarterly Budget Review Statement

For the 3rd Quarter 2022/2023, ended 31 March 2023

Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Upper Lachlan Shire Council for the quarter ended 31 March 2023 indicates that Upper Lachlan Shire Council's projected financial position at 30 June 2023 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

3e Signed:

Date: 4/05/2023_

Jonathan Blake Chief Financial Officer Upper Lachlan Shire Council

UPPER LACHLAN SHIRE COUNCIL

Part A Contracts Budget Review Statement - 2022/2023

Budget Review for the quarter ended 31 March 2023

Contracts Listing - for contracts entered into during the quarter and have yet to be fully performed, excluding contractors that are on the **Council's preferred suppliers list and government contracts**. The table does not include contracts for works in progress from prior years and prior quarter. Contracts for employment are not to be included. Minimum reporting level is \$50,000.

Contract detail	Contract value	Commence	Duration	Budgeted	
and purpose	(GST Inclusive)	Date	of Contract	(Y/N)	
Lin Cooper Field Sports Amenities Block - Design and Construct	1,103,949	2/03/2023	5 months	Y	
Position Vacant recruitment	60,000	7/02/2023	12 months	Y	
Project Services - Natural Disasters	93,225	9/02/2023	6 months	Y	
Gunning Showground Amenities	696,180	27/04/2023	7 months	Y	
	and purpose Lin Cooper Field Sports Amenities Block - Design and Construct Position Vacant recruitment Project Services - Natural Disasters	and purpose (GST Inclusive) Lin Cooper Field Sports Amenities Block - Design and Construct 1,103,949 Position Vacant recruitment 60,000 Project Services - Natural Disasters 93,225	and purpose(GST Inclusive)DateLin Cooper Field Sports Amenities Block - Design and Construct1,103,9492/03/2023Position Vacant recruitment60,0007/02/2023Project Services - Natural Disasters93,2259/02/2023	and purpose(GST Inclusive)Dateof ContractLin Cooper Field Sports Amenities Block - Design and Construct1,103,9492/03/20235 monthsPosition Vacant recruitment60,0007/02/202312 monthsProject Services - Natural Disasters93,2259/02/20236 months	

<u>Part B</u>

Consultancy and Legal Expenses Budget Review Statement - 2022/2023

Budget Review for the quarter ended 31 March 2023

	YTD	2022/2023	Budgeted
Expense	(Actual + Commitments)	Budget	(Y/N)
Legal Fees	\$58,941	\$43,300	In part
Consultancies	\$301,829	\$226,000	In part

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Note re Consultancies

Consultant fees exceed budget, however salaries budget covers this expense where a role has been vacant and contract services have been utilised for extended periods during the reporting period.

Consult & Legal Exp

UPPER LACHLAN SHIRE COUNCIL

Income and Expenses Budget Review Statement - 2022/2023 Budget Review for the quarter ended 31 March 2023

(Actual YTD figures include creditor commitments)

							Actual YTD Pay YTD	
		Original	1st Quarter	2nd Quarter	3rd Quarter	Revised	% YTD Actual to	Anticipated %
Operational Activities	Actual YTD	Budget	Revotes	Revotes	Revotes	Budget	Revised Budget	Budget YTD
Employee Benefits and On-Costs	9,785,490	12,368,189		812,942	197,519	13,378,650	73.14%	74.46%
Borrowing Costs	131,775	256,500				256,500	51.37%	37.55%
Depreciation & Amortisation #	6,690,143	8,451,362	468,829			8,920,191	75.00%	74.99%
Materials & Contracts	9,809,650	7,232,936	1,731,072	82,593	803,664	9,850,264	99.59%	66.64%
Other Expenses	2,637,908	3,341,561				3,341,561	78.94%	87.26%
Loss on Disposal of Assets	0	300,619				300,619	0.00%	0.00%
Total Expenses from Continuing Operations	29,054,966	31,951,169	2,199,901	895,535	1,001,182	36,047,785	80.60%	72.76%
Rates & Annual Charges**	12,773,094	12,863,328				12,863,328	99.30%	99.18%
User Charges & Fees	3,833,161	6,311,066				6,311,066	60.74%	47.11%
Interest and Investment Revenue	357,324	322,200				322,200	110.90%	75.00%
Other Revenues	465,069	717,442				717,442	64.82%	68.16%
Non-Capital Operating Grants and Contributions	9,391,958	9,548,632	1,565,922	895,535	3,482,373	15,492,462	60.62%	51.30%
Gain on Disposal of Assets	0	112,079				112,079	0.00%	0.00%
Total Income from Continuing Operations	26,820,606	29,874,749	1,565,922	895,535	3,482,373	35,818,577	74.88%	68.14%
OPERATING RESULT BEFORE CAPITAL AMOUNTS	2,234,360	2,076,421	633,979		2,481,191	229,208		
Capital Grants and Contributions	3,412,543	20,112,728	3,296,563	1,375,639	5,943,872	16,089,780	21.21%	30.15%
NET RESULT FROM ALL ACTIVITIES	1,178,183	18,036,307	2,662,584	1,375,639	3,462,681	15,860,573		

Note: Depreciation expense is an estimate and has not been processed for year-to-date.

** Rates and Annual Charges are net of internal/Council rates and annual charges expenses.

I:\Quarterly Reviews\Quarterly Review 2022-2023\3rd Quarter 2022-2023\QBR3 - 2023_DC

UPPER LACHLAN SHIRE COUNCIL								
Operating Budget Review Statement by Function/Activity - 2022/2023								
Budget Review for the quarter ended 31 March 2023	1) Actual YTD figur	es includes credito	r commitments 2) Budge	t figures include Q1	, Q2 & Q3 revote	s	Actual YTD	75.00%
	3) Expenditure is inclusive of Council Rates and is eliminated on the Income Statement							74.46%
Actual: 27,387,922								
Committed:	1,667,044							
Total:	29,054,966							
Function or Activity	Expenditure	Expenditure	Budgeted Expenses	Income	Income	Budgeted Income	Operating Result	Budgeted Operating
(Alternate Key 8 Report)	to 31 Mar 2023	to 31 Mar 2023	from continuing operations	to 31 Mar 2023	to 31 Mar 2023	from continuing operations	to 31 Mar 2023	Result from continuing operations
	\$	%	\$	\$ ST Mai 2025	%	\$	\$	\$
* Note: Depreciation expense is excluded from cost centres							·	
COMMUNITY	2,468,247	59.87%	4,122,975	664,507	38.65%	1,719,113	(1,803,740)	(2,403,862)
Health Services, Medical Centres, Aged, Disabled & Community Services	692,280	109.53%	632,044	307,874	93.14%	330,551	(384,405)	(301,493)
Public Halls, Cultural Services, Community Services and Museums	158,883	22.68%	700,656	58,137	93.14% 10.53%	552,022	(384,405)	(148,634)
Animal Control	91,320	72.53%	125,900	9,899	85.33%	11,600	(100,745) (81,421)	(148,634) (114,300)
Swimming Pools	91,592	39.60%	231,320	8,453	24.29%	34,800	(83,139)	(196,520)
Sporting Grounds and Parks and Gardens	500,955	38.03%	1,317,199	22,533	4.14%	544,640	(478,422)	(772,559)
Public Libraries	392,368	90.03%	435,843	90,915	106.33%	85,500	(301,453)	(350,343)
Emergency Services and Fire Protection	540,850	79.54%	680,013	166,695	104.18%	160,000	(374,155)	(520,013)
ENVIRONMENT	5,417,949	79.96%	6,775,457	6,369,556	88.25%	7,217,824	951,607	442,367
Town Planning and Development Control	365,874	44.47%	822,800	244,043	89.72%	272.000	(121,831)	(550,800)
Building Control	323,230	68.67%	470,700	148,833	67.04%	222,000	(174,398)	(248,700)
Environmental Systems and Protection	111,976	71.92%	155,700	100		,	(111,876)	(155,700)
Housing	23,730	85.54%	27,741	11,655	46.62%	25,000	(12,075)	(2,741)
Noxious Weeds Control	330,189	78.84%	418,820	138,586	82.49%	168,000	(191,603)	(250,820)
Food Control and Inspections	12,518	104.31%	12,000	64	0.43%	15,000	(12,454)	3,000
Water Supply Services	1,432,050	82.22%	1,741,729	1,667,355	73.73%	2,261,349	235,305	519,620
Sewerage Services	905,494	77.19%	1,173,146	1,785,237	97.15%	1,837,615	879,742	664,469
Domestic Waste Management	699,889	55.40%	1,263,375	1,531,072	100.87%	1,517,930	831,183	254,555
Waste Centres, Rubbish Tips and Street Cleaning	1,212,999	175.94%	689,446	842,612	93.73%	898,930	(370,388)	209,484
ECONOMY	3,363,703	89.43%	3,761,327	363,670	88.17%	412,451	(3,000,033)	(3,348,876)
Financial Services	753,206	80.72%	933,100				(753,206)	(933,100)
Administration and Corporate Support	1,214,888	103.35%	1,175,475	314,135	85.80%	366,111	(900,753)	(809,364)
Information Technology	504,957	68.15%	741,000				(504,957)	(741,000)
Workforce (Human Resources, Labour Oncosts and WH&S)	872,176	97.72%	892,500	33,321		23,900	(838,855)	(868,600)
Commercial - Bank House	18,476	95.97%	19,252	16,214	72.25%	22,440	(2,263)	3,188

UPPER LACHLAN SHIRE COUNCIL								
Operating Budget Review Statement by Function/Activity - 2022/2023								
Budget Review for the quarter ended 31 March 2023	1) Actual YTD figur	res includes credito	r commitments 2) Budge	t figures include Q1	, Q2 & Q3 revote	S	Actual YTD	75.00%
	3) Expenditure is in	clusive of Council	Rates and is eliminated of	on the Income State	ment		Pay YTD	74.46%
Actual:	27,387,922							
Committed:	.,							
Total:	29,054,966							
Function or Activity (Alternate Key 8 Report)	Expenditure to	Expenditure to	Budgeted Expenses from continuing	Income to	Income to	Budgeted Income from continuing	Operating Result to	Budgeted Operating Result from
(Alternate Key & Report)	31 Mar 2023	31 Mar 2023	operations	31 Mar 2023	31 Mar 2023	operations	31 Mar 2023	continuing operations
	\$	%	\$	\$	%	\$	\$	\$
* Note: Depreciation expense is excluded from cost centres								
INFRASTRUCTURE	7,952,460	99.30%	8,008,684	8,006,926	84.87%	9,434,578	54,465	1,425,894
Roads, Bridges, Cycleways, Footpaths and Kerb and Guttering	5,630,576	74.74%	7,533,548	7,172,016	88.08%	8,142,303	1,541,440	608,755
Stormwater and Drainage	22,454	75.60%	29,700	48,966	100.75%	48,600	26,511	18,900
Quarries and Gravel Pits	723,106	103.97%	695,507	614,607	80.24%	766,000	(108,499)	70,493
Public Conveniences and Amenities	177,581	69.46%	255,645				(177,581)	(255,645)
Public Cemeteries	50,824	69.62%	72,999	54,424	55.99%	97,200	3,600	24,201
Engineering, Purchasing and Works Supervision	903,056	104.42%	864,855	116,912	41.90%	279,000	(786,144)	(585,855)
Plant and Equipment Operations (net excluding depreciation)	444,863	-30.82%	(1,443,570)			101,475	(444,863)	1,545,045
CIVIC LEADERSHIP	3,404,352	76.35%	4,459,151	1,847,012	55.53%	3,326,000	(1,557,339)	(1,133,151)
Governance and Real Estate Development	864,512	82.61%	1,046,533			1,000	(864,512)	(1,045,533)
Caravan Parks	27,129	38.62%	70,248	61,584	79.98%	77,000	34,455	6,752
Tourism & Business (RMS State Rd, Service NSW Agency, Private Works)	2,512,711	75.18%	3,342,370	1,785,428	54.97%	3,248,000	(727,282)	(94,370)
GENERAL PURPOSE REVENUES				9,810,823	71.57%	13,708,611	9,810,823	13,708,611
General Purpose Items and Rates				9,810,823	71.57%	13,708,611	9,810,823	13,708,611
DEPRECIATION EXPENSE	6.690.143	75.00%	8,920,191				(6,690,143)	(8,920,191)
Depreciation Operating Expense	6,690,143	75.00%	8,920,191			(8,920,191)	(6,690,143)	(17,840,382)
Note: Internal Rates and Charges are allocated to each cost centre	(241,887)			(241,887)				
TOTAL SURPLUS / (DEFICIT) FROM ALL ACTIVITIES	29,054,966	80.60%	36,047,785	26,820,606	74.88%	35,818,577	(2,234,360)	(229,208)

UPPER LACHLAN SHIRE COUNCIL

Material Variations and Revotes Budget Review Statement - 2022/2023 Budget Review for the quarter ended 31 March 2023

	Budget Capital Income and Expenditure - 3rd Quarter Revotes			
Activity GL #	Job Description	Adopted Budget 2022/2023	Revote net amendment	Revised Budget 2022/2023
01.55183.4103.002	Crookwell Pound - Impounding Review/Design (Building Reserve)	6,000	-3,068	2,932
01.45001.4250.999	Crookwell Pound - Impounding Review/Design (Transfer from Building Reserve)	-6,000	3,068	-2,932
01.55191.4103.002	Gunning Hall improvements (Transfer from Reserve)	44,000	-41,785	2,215
01.30001.4250.999	Unexpended Loans/Incomplete Works 2020/2021 (Transfer from Internal Reserves)		41,785	41,785
01.55819.4103.002	Building Emergency Lighting - various Halls & Council Buildings (Tfr from Building Reserve)	113,500	-58,500	55,000
01.32201.4250.999	Building Emergency Lighting - various Halls & Council Buildings (Tfr from Building Reserve)	113,500	58,500	172,000
01.55269.4103.002	Bigga Hall Electrical Upgrades - s94 funded		11,182	11,182
01.32201.4250.999	Bigga Hall Electrical Upgrades - s94 funded		-11,182	-11,182
01.55702.4150.002	Gunning Showground - Electricity Upgrades (Transfer from Building Reserve)	160,000	-130,000	30,000
01.35201.4250.999	Gunning Showground - Electricity Upgrades (Transfer from Building Reserve)	-160,000	130,000	-30,000
01.55697.4150.002	Gunning Showground Amenities Project (SCCF3 Grant)	100,000	100,000	200,000
01.35201.1700.990	Gunning Showground Amenities Project (SCCF3 Grant)		-100,000	-100,00
01.55713.4103.002	GIS upgrade - Remap shire for LEP (Transfer from Reserves)	87,500	-87,500	
01.41001.4250.999	GIS upgrade - Remap shire for LEP (Transfer from Reserves)	-87,500	87,500	
01.55532.9401.002	Taralga Transfer Station Improvements	40,000	-40,000	
01.39401.4250.999	Taralga Transfer Station - New Attendant Hut	-20,000	20,000	
01.55679.4103.002	Village Transfer Stations Upgrades	40,000	5,919	45,919
01.39201.4250.999	Village Transfer Stations Upgrades (Reserves Transfers)	-40,000	-5,919	-45,919
01.55628.9006.002	Gunning Landfill Design & Investigation	.,	15,092	15,092
01.39201.4250.999	Gunning Landfill Design & Investigation		-15,092	-15,092
01.55257.9006.002	Rehabilitation and Capping of Crookwell Landfill (transfer from reserve)		30,000	30,000
01.39201.4250.999	Rehabilitation and Capping of Crookwell Landfill (transfer from reserve)		-30,000	-30,000
06.59000.4210.004	DWM Plant Net Replacement Cost - (see Plant Schedule)	370,000	39,448	409,44
06.06011.4250.999	DWM Plant - Net Replacement Cost (Transfer from Reserve)	-370,000	-39,448	-409,44
02.02547.2194.002	Mains Replacement - General	150,000	-90,000	60,00
09.09523.2194.002	Power supply back-up auto-start generator	150,000	1,990	1,99
03.03535.4300.002	Sewer Main Rehabilitation / Renewal	100,000	-60,000	40,00
03.03011.4250.999		-100,000	60,000	-40,00
03.03545.4300.002	Sewer Main Rehabilitation / Renewal (transfer from reserves) Integration of Water & Sewer Telemetry systems network	30,000	8,000	38,000
03.03526.4300.002	Solar PV Installation	100,000	-100,000	38,000
	Solar PV Installation Sewer Main Rehabilitation / Renewal	80,000		25.00
10.10507.4300.002			-45,000	35,00
13.13514.9402.002	STP - Land Matters	35,000	8,875	43,87
13.13520.4300.002	Sewerage Treatment Plant - UV Replacement	80,000	-7,760	72,240
13.13516.4300.002	Sewer Main Rehabilitation / Renewal	25,000	-25,000	17.14
01.55655.4135.002 01.55492.4050.002	IT - Network Improvements - Emergency Network Switch	16,224	1,220	17,44
	IT - Smart Phones and Tablets	46,219	-36,219	10,00
01.55334.4130.002	IT - Civica Bus Portal Migration/Authority Upgrade	90,000	-7,143	82,85
01.55653.4117.002	IT - FOB Key system upgrade	25,000	-3,708	21,292
01.24001.4250.999	IT - Civica Bus Portal Migration/Authority Upgrade	-90,000	10,852	-79,14
01.55256.4103.002	Staff Accommodation Capital Replacements/Improvements (3 Houses)	10,000	-5,000	5,000
01.41001.4250.999	Staff Accommodation Capital Replacements/Improvements (3 Houses)	-10,000	5,000	-5,000
01.55547.9402.002	Crookwell Depot Land Acquisition		70,000	70,000
01.33001.4250.999	Works Depot (Transfer from Reserves)		-70,000	-70,000
01.55123.4103.002	Depot Building & Workshop Improvements (Transfer from Reserves)		175,000	175,000
01.33001.4250.999	Works Depot (Transfer from Reserves)		-120,760	-120,760
01.50140.5103.002	Rural Local Sealed Road - Pavement Rehabilitation Kangaloolah Road, Binda	150,000	-150,000	
01.50176.5103.002	Rural Local Sealed Road - Pavement Rehabilitation Bannaby Road, Taralga		150,000	150,00
01.55829.5695.002	School Zone Infrastructure Program	500,000	-67,900	432,10
01.32901.1700.202	School Zone Infrastructure Program	-500,000	67,900	-432,10
01.55883.9006.002	Carrington & Northcott Street Footpath		129,500	129,50
01.55884.9006.002	Saxby & Warrataw Street Footpath		150,000	150,00
01.30801.1700.566	Active Transport Grants - Carrington & Northcott, Saxby & Warrataw Streets Footpath		-279,500	-279,50
01.52566.2605.002	Reconstruction - MR256 - The Tablelands Way Upgrade	6,221,480	-6,036,480	185,00
01.31001.1700.974	Reconstruction - MR256 - The Tablelands Way Upgrade	-5,892,265	5,707,265	-185,00
01.55886.9006.002	Safety and Accessibility Improvements Crookwell Aerodrome		-17,400	-17,40
01.32901.1700.574	Regional Airports Program Rd3 Crookwell Aerodrome		8,700	8,70
01.32901.4250.999	Regional Airports Program Rd3 Crookwell Aerodrome (s7.11 funds)		8,700	8,70
01.55802.4120.002	Gunning Swimming Pool - Structural Improvements	35,000	-35,000	
01.55373.4155.002	Gunning Swimming Pool - Shade Structure		7,732	7,73
01.35021.1700.320	Gunning Swimming Pool - Permanent Shade Structures (contingent on Grant)		-7,732	-7,73

Activity GL #	Job Description	Adopted Budget 2022/2023	Revote net amendment	Revised Budget 2022/2023
03.03547.4135.002	Infiltration Testing pr 1/3Reticulation network pa	250,000	-219,200	30,800
03.03011.4250.999	Smoke Testing program (transfer from reserves)	-250,000	219,200	-30,800
01.55820.5101.002	Cullerin Road - Fixing Local Rds	1,311,441	123,908	1,435,349
01.55821.5101.002	Bigga Road - Fixing Local Rds	55,804	103,256	159,060
01.55823.5101.002	Roslyn Road - Fixing Local Rds	627,824	42,851	670,676
01.55826.5101.002	Collector Road - Fixing Local Rds	270,015	-270,015	
01.52583.9010.002	Wombeyan Caves Rd Restart NSW - RNSW1843	700,000	-600,000	100,000
01.31001.1700.266	Reconstruction - MR258 - Wombeyan Caves Road	-700,000	600,000	-100,000
01.55594.1640.002	Kerb and Gutter Rehabilitation - Colyer Street (Memorial Oval to Wade St)	46,910	-21,910	25,000
01.30001.4250.999	Unexpended Loans/Incomplete Works 2020/2021 (Transfer from Internal Reserves)	215,910	21,910	237,820
01.55162.5101.002	Rural Local Sealed Road - Bitumen Resealing (30 year cycle)	460,000	-200,000	260,000
01.50174.5103.002	Rural Local Sealed Road - Pavement Rehabilitation Gurrundah Road (\$560k over 2 years)	751,757	38,127	789,884
01.30211.4250.999	Roads to Recovery - Unexpended Grants	-825,332	-38,127	-863,459
01.55338.2420.002	Stormwater/Drainage Floodplain Studies (Stormwater Reserve)	43,000	6,741	49,741
01.39701.4250.999	North Crookwell area - Stormwater upgrade (100% LRCI3 Grant funded)	-43,000	-6,741	-49,741
01.55828.9006.002	Peelwood Road Upgrade (HVSPP)	482,700	-338,968	143,732
01.30301.1700.962	Peelwood Road Upgrade (HVSPP)	-432,700	338,968	-93,732
01.55842.1430.002	Reids Flat Rd (Boilers Hill) - (LRCI funded)		340,000	340,000
01.30301.4250.999	Gravel Resheeting Roads (Transfer from Sec. 94 Reserve)		-340,000	-340,000
01.55132.4150.002	Lin Cooper Field, Crookwell - Replace Change Rooms (NSW Office of Sport Grant)	598,601	391,730	990,331
01.35201.1700.995	Lin Cooper Field, Crookwell - Replace Change Rooms (RSFF Grant funded)	-578,601	-354,810	-933,411
01.35301.1700.561	Lin Cooper Field, Crookwell - Sport Amenities Upgrade (Veolia Grant)		-36,920	-36,920
	Total - Capital	4,476,987	-813,869	3,663,118

	UPPER LACHLAN SHIRE COUNCIL Budget Operating Income and Expenditure - 3rd Quarter Revotes			
Activity GL #	Job Description	Adopted Budget 2022/2023	Revote net amendment	Revised Budget 2022/2023
01.25072.2300.002	Staff Wellbeing Program		-23,400	-23,400
01.25072.2300.002	Staff Wellbeing Program		23,400	23,400
01.30201.1600.981	Regional & Local Roads Repair Program		-2,019,776	-2,019,776
01.31001.1600.980	Regional & Local Roads Repair Program		-1,462,597	-1,462,597
	RLRRP Labour		174,119	174,119
	RLRRP M&C		827,064	827,064
	Total - Operational		-2,481,191	-2,481,191
	Operational Plan Budget Result 2022/2023 - (Surplus)/Deficit	2,710,400	-2.481.191	229,209

Operational Plan Budget Result 2022/2023 - (Surplus)/Deficit	2,710,400	-2,481,191	229,209
	Original Budget + QBR1	QBR2 revotes	QBR3 revotes
Operating Income Operating Expenditure	- <mark>\$31,440,671</mark> \$34,151,070	- <mark>\$895,535</mark> \$895,535	- <mark>\$3,482,373</mark> \$1,001,182
Operating Budget (Surplus)/Deficit	\$2,710,399		-\$2,481,191
Capital Grant Income Loan Income	-\$23,409,291	\$1,375,639	\$5,943,872
Other Capital Income (including Transfer from Reserves)	-\$6,400,104	\$566,906	-\$10,754
Capital Expenditure (Recurrent & Transfer from Reserves)	\$35,917,584	-\$1,872,233	-\$6,746,987
Capital Budget	\$6,108,188	\$70,312	-\$813,869

Upper Lachlan Shire Council

Cash and Investments Budget Review Statement 2022/2023

Budget review as at 31 March 2023

	Original Budget (\$'000)	Opening Balance (\$'000)	Actual YTD Transfers to Restrictions (\$'000)	Actual YTD Transfers from Restrictions (\$'000)	3rd Quarter 31 March 2023 Balance (\$'000)
TOTAL UNRESTRICTED		29		(7)	22
EXTERNAL RESTRICTIONS:					
Section 7.11 - Development Contributions Plan		4,592	376	(198)	4,770
Section 7.12 - Development Contributions Plan					
Specific Purpose Unexpended Grants	(733)	5,824		3,698	9,522
Water Supplies	(79)	3,510	228		3,738
Sewerage Services	(101)	5,977	367		6,344
Domestic Waste Management Services	(18)	1,722	590		2,312
Stormwater Management		315	49	(50)	314
Wind Farms CEF Program		309	195		504
Trust Fund (Fund 8)		2	6		9
TOTAL EXTERNAL RESTRICTED	(931)	22,251	1,812	3,451	27,514
INTERNAL RESTRICTIONS:					
Employees' Leave Entitlements		1,446			1,446
Plant and Equipment Replacement					
Buildings and Infrastructure Improvements					
Council Houses capital works		67			67
Information Technology and Equipment	(110)	410		(78)	332
Public Halls and Community Projects					
Gravel Pit Restoration					
Rubbish Tips Remediation					
Garbage / Waste Disposal					
Library Services Cooperative		71			71
Upper Lachlan Tourist Association		70			70
Financial Assistance Grants Payment in Advance		4,096		(3,912)	184
Uncompleted Private Works - Roadwork			375		375
Deposits, Retentions and Bonds		229	4		233
State Road works contingencies					
Unexpended Loans/Borrowing	(736)	736		(617)	119
Multipurpose Aquatic and Activity Centre (Crookwell Pool)	(408)	786			786
Uncompleted Carry-over Works	(470)	1,108		(68)	1,040
TOTAL INTERNAL RESTRICTED	(1,724)	9,018	379	(4,674)	4,722
TOTAL RESTRICTED	(2,655)	31,269	2,190	(1,223)	32,236
TOTAL CASH AND INVESTMENTS	(2,655)	31,298	2,183	(1,201)	32,258

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UPPER LACHLAN SHIRE COUNCIL

Capital Budget Summary Review Statement - 2022/2023

Budget Review for the quarter ended 31 March 2023

(Actual YTD figures includes creditor commitments)

	Actual YTD	Original Budget	1st Quarter Net Revotes	2nd Quarter Net Revotes	3rd Quarter Net Revotes	Revised Budget	% YTD Actual to Revised Budget
CAPITAL FUNDING							
Rates and Other Untied Charges (General Fund)	604,522	3,491,279	205,213	70,313	-235,759	3,531,047	17%
Operational Grants and Contributions (All Funds)	769,536	2,182,261			-329,215	1,853,046	42%
Capital Grants and Contributions (All Funds)	9,977,441	19,418,828	3,296,563	-1,375,639	-5,943,872	15,395,880	65%
Internal Restrictions (General Fund) - Renewals\New assets	1,299,382	3,020,557	1,969,547	-614,066	-91,976	4,284,063	30%
External Restrictions (excluding grants) - Water supply - Sewerage - Domestic waste management (DWM) - Stormwater	604,019 217,894	670,579 813,755 370,000	224,000 245,000	-112,500	-88,010 -440,085 39,448	806,569 506,170 409,448	43%
- Section 94	197,795	10,000		159,660	342,482	512,142	39%
Other Capital Funding Sources e.g. - Loans							
Income from Sale of Assets - Plant and equipment (general fund) - Land and buildings							
TOTAL CAPITAL FUNDING	13,670,589	29,977,259	5,940,324	(1,872,233)	(6,746,987)	27,298,365	50%
CAPITAL EXPENDITURE							
New Assets							
 Plant and equipment Land and buildings Roads, Bridges, Footpaths 	135,751 1,883,835 5,373,279	6,640,605 9,473,110	130,000 911,913 2,903,926	-1,022,747 721,284	7,732 526,730 -6,763,848	137,732 7,056,500 6,334,471	
- Infrastructure - Other new assets	457,007 223,638	362,079 116,619	224,000 298,829	74,400 -17,000	-57,400 -36,219	603,079 362,229	
Renewals (Replacement)							
Plant and equipment Land and buildings Roads, Bridges, Footpaths Infrastructure Other asset renewals	2,126,556 87,673 1,997,012 817,971 265,164	1,808,000 742,059 7,712,343 1,140,500 1,390,210	117,215 872,242 423,000 59,200	-432,234 -307,145 9,960 -898,750	39,448 -43,297 156,217 -454,218 -97,132	1,847,448 383,743 8,433,657 1,119,242 453,528	23% 24% 73%
Loan Repayments (Principal)							
- Renewals - New assets	302,703	591,734			-25,000	566,734	53%
TOTAL CAPITAL EXPENDITURE	13,670,589	29,977,259	5,940,324	(1,872,233)	(6,746,987)	27,298,365	50%

UPPER LACHLAN SHIRE COUNCIL							
OPERATIONAL PLAN	Actual:	8,833,689				Actual YTD:	75%
CAPITAL EXPENDITURE BUDGET - 2022/2023	Committed:	4,836,900				Pay YTD:	74%
Capital Expenditure - Acquisition/Renewal of Assets (* includes commitments)	Total:	13,670,589					
Job Description	Actual Expenditure *	Budget Estimate 2022/2023	September Revotes & Reserves Transfers**	December Revotes & Reserves Transfers**	March Revotes & Reserves Transfers**	Revised Total Budget	Actual/ Revised Budget %
GENERAL FUND							
1.COMMUNITY							
Animal Control Crookwell Pound - Impounding Review/Design (Building Reserve)	2,932	6,000			-3,068	2,932	100%
Public Libraries							
Crookwell and Gunning Libraries - Computers, Printers, Network	1,568	9,000		-3,000		6,000	26%
Crookwell and Gunning Libraries - Office Equipment, Furniture & Fittings	7,599	5,000		3,000		8,000	95%
NSW Public Library Infrastructure Grant expense	186,893		189,564			189,564	99%
Public Halls, Cultural Services, Community Centres and Museums							
Energy Master Plan - Installations		35,000		-20,000		15,000	
Building Evacuation Upgrades - Fire protection etc	2,182						
Gunning Hall improvements (Transfer from Reserve)	2,215		44,000		-41,785	2,215	100%
Building Emergency Lighting - various Halls & Council Buildings (Tfr from Building Reserve)	8,664	113,500		-40,000	-58,500	15,000	58%
Gunning Court House - Equipment improvements (Creative Capital Grant + Community Funded	1,150	75,559		-50,234		25,325	5%
Bigga Hall Electrical Upgrades - s94 funded	11,182				11,182	11,182	100%
Sporting Grounds and Parks and Gardens							
Gunning Showground Amenities Project (SCCF3 Grant)	58,095		722,747	-622,747	100,000	200,000	29%
Gunning Showground - Replace Callers Box (Transfer from Building Reserve)		20,000				20,000	
Gunning Showground - Electricity Upgrades (Transfer from Building Reserve)	4,000	160,000			-130,000	30,000	13%
Coleman Park, Crookwell (MAAC precinct) - Inclusive Play Space		650,000	-13,600			636,400	
Lin Cooper Field, Crookwell - Replace Change Rooms (NSW Office of Sport Grant)		998,601		-400,000	391,730	990,331	

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Swimming Pools							
Crookwell Swimming Pool - Aquatic & Activity Centre							
Project Phase 1 (MAAC) 2021/2022 - Outdoor Pool \$2.840m (LRCI Grant + Council funded)	1,411,117		1,312,305			1,312,305	47%
Project Phase 2a Amenities \$2.344m (Loan 21/22 \$1.200m, LRCI \$1.200m)	104,469	2,344,057	-424,016			1,920,041	
Project Phase 2b Indoor Pool \$2.25m (Part unfunded, subject to Grant funding)	107,900						
(\$1.18m Grant funded - Multi-Sports Community Facility Fund, NSW Office of Sport)							
Gunning Swimming Pool - Structural Improvements		35,000			-35,000		
Gunning Swimming Pool - Fencing			35,000			35,000	
Gunning Swimming Pool - Shade Structure	7,732				7,732	7,732	1009
Emergency Services - RFS							
s94 - Taralga Bush Fire Brigade Assets	2,975						
Total Community Expenditure	1,920,673	4,451,717	1,866,000	-1,132,981	242,290	5,427,026	35%
IRONMENT							
Town Planning and Development Control							
GIS upgrade - Remap shire for LEP (Transfer from Reserves)		175,000		-87,500	-87,500		
DA Tracking & Health Check implementation (Transfer from Reserves)			30,000			30,000	
ePlanning Suite - Implementation & Integration (Regional NSW Planning Portal Grant 20/21)	3,927		79,265			79,265	5%
Waste Centres, Rubbish Tips and Street Cleaning							
Taralga Transfer Station Improvements		40,000			-40,000		
Village Transfer Stations Upgrades	45,919	40,000			5,919		1009
Gunning Landfill Design & Investigation Rehabilitation and Capping of Crookwell Landfill (transfer from reserve)	15,092 20,186				15,092 30,000		100 [.] 67%
	20,100				30,000	30,000	017
Domestic Waste Management (DWM)							
DWM Plant Net Replacement Cost - (see Plant Schedule)	409,448	370,000			39,448	409,448	100

UPPER LACHLAN SHIRE COUNCIL							
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Job Description	Actual Expenditure *	Budget Estimate 2022/2023	September Revotes & Reserves Transfers**	December Revotes & Reserves Transfers**	March Revotes & Reserves Transfers**	Revised Total Budget	Actual/ Revised Budget 9
ATER SUPPLY FUND							
Crookwell Water Supply Fund							
Mains Replacement - General	239	150,000			-90,000		0% 92%
Fencing for Solar PV	2,749	3,000				3,000	
Dam wall Safety Improvements	2,437	10,000				10,000	24%
Water Quality Improvements - Dust Supression, Kentgrove Rd	98,499						
Computer Replacement Water Treatment Plant (PC)		2,500				2,500	
Water Plant Fleet Net Replacement Cost - (see Plant Schedule)	41,098	23,000				23,000	179%
Integrated Water Cycle Management (IWCM) Strategy (Transfer from Reserves)	249,113	306,000				306,000	81%
Gunning Water Supply Fund							
Mains Replacement		60,000				60,000	
Power supply back-up auto-start generator	1,990				1,990	1,990	100%
Dalton Water Supply Fund							
Mains Replacements		30,000				30,000	
Taralga Water Supply Fund							
Loan Principal Reduction (Loan 170 - Finalised 9/2/2037)	16,079	16,079				16,079	100
Mains Replacements	,	50,000				50,000	
Taralga Dam - Design & Assessment (Black Summer Bushfire Recovery Grant)	34,612	895,000		-795,000		100,000	35%
Integration of Water & Sewer Telemetry SCADA systems network	191,815	033,000	224,000	100,000		224,000	86%
Total Water Supply Services Expenditure	638,631	1,545,579	224,000	-795,000	-88,010	886,569	72%
VERAGE FUND							
Crookwell Sewerage Fund							
Sewerage Pumping Station Upgrades/ pump replacements	2,053	15,000				15,000	14%
Sewer Main Rehabilitation / Renewal		100,000			-60,000		
Pump Replacement - Kennedy Street		60,000			8,000	60,000 38,000	
Integration of Water & Sewer Telemetry systems network Infiltration Testing pr 1/3Reticulation network pa	20 000	30,000			8,000 -219,200		126
Solar PV Installation	38,800	250,000 100,000			-219,200		120
Plant & Equipment Purchases	128,019	100,000	130,000		-100,000	130,000	98%
legative adjustments in March Revotes/Reserves column reflect final prior year actual expenses on projects higher than							

UPPER LACHLAN SHIRE COUNCIL							
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Capital Expenditure - Acquisition/Renewal of Assets (* includes commitments)	Total:	13,670,589					
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<i>Gunning Sewerage Fund</i> Sewer Main Rehabilitation / Renewal Sewer Relining (2021/2022 Project)		80,000 150,000		-112,500	-45,000	35,000 37,500	
<i>Taralga Sewerage Fund</i> Loan Principal Reduction (Loan 170 - Finalised 9/2/2037)	3,755	3,755				3,755	100%
STP - Land Matters	11,827		35,000		8,875	43,875	27%
Sewerage Treatment Plant - UV Replacement Sewer Main Rehabilitation / Renewal	72,240	25,000	80,000		-7,760 -25,000		100%
Total Sewerage Services Expenditure	256,694	813,755	245,000	-112,500	-440,085	506,170	51%
Total Environment Expenditure	1,389,897	2,984,334	578,265	-995,000	-565,136	2,002,463	69%

UPPER LACHLAN SHIRE COUNCIL							
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ECONOMY							
Financial Services							
Loans - Principal Reduction (Bridges Loan 172 - Finalised 23/12/2024)	69,509	142,007				142,007	49%
Loans - Principal Reduction (Memorial Oval 173 - Finalised 28/06/2029)	47,390	95,515				95,515	50%
Loans - Principal Reduction (Timber Bridges 2019-2020)	95,258	191,971				191,971	50%
Loans - Principal Reduction (Timber Bridges 2020-2021)	46,165	92,860				92,860	50%
Loans - Principal Reduction (MAAC Crookwell 2021-2022)	40,626	40,626				40,626	100%
Administration and Corporate Support							
Crookwell Administration Office - Disabled Ramp to Main Reception (Transfer from Reserve)		35,000		-35,000			
Council Chambers and Admin Offices - Building Improvements (Painting) (Tfr from Building Re		77,000		-77,000			
Information Technology							
IT - Software New Licences	1,718	21,400				21,400	8%
IT - Hardware PCs (includes 2nd monitor + Office software)	22,264	73,000				73,000	30%
IT - UPS Equipment	10,678	16,224				16,224	66%
IT - Replace Printers		5,000		-5,000			
IT - Network Improvements	14,463	20,000				20,000	72%
IT - Network Improvements - Emergency Network Switch	17,444	16,224			1,220	17,444	100%
IT - Design/Engineers Civilcad PC replacement program		3,250		-3,250		E 510	
IT - Servers Upgrades - Operating Systems, Memory, Exchange IT - Smart Phones and Tablets	300	5,512 46,219			-36,219	5,512 10,000	3%
IT - Telephone System Handset Additions & Replacements	3,677	10,000			-30,219	10,000	37%
IT - Backup System Induser Additions & Replacements	3,011	5,000				5,000	0170
IT - Remote Access improvements RD server		7,000	15,000	-8,000		14,000	
IT - Exponare Upgrade to Spectrum Spatial (Transfer from Reserves)	29,710		30,500	-,		30,500	97%
IT - FOB Key system upgrade	21,292	25,000			-3,708	21,292	100%
IT - Council Chambers Audiobility/Webcasting		10,000	13,700			23,700	
IT - Website Upgrade Computer Software	19,000	20,000				20,000	95%
IT - Civica Bus Portal Migration/Authority Upgrade	82,857	90,000			-7,143		100%
IT - HR electronic time/attendance Authority plugin	30,800	32,000		47.000		32,000	96%
IT - HR Information System Management Platform		17,000		-17,000			

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Caravan Parks Caravan Park Capital Works (Crown Reserve Improvement Grant 2020/2021)	37,220		38,215			38,215	97%
Total Economy Expenditure	590,371	1,097,808	97,415	-145,250	-45,851	1,004,123	59%
INFRASTRUCTURE							
Urban Local Roads							
Urban Unsealed Rd - Road Reconstruction and Sealing							
Church & Hill Streets - Taralga (0.2km)			60,000			60,000	
Urban Sealed Rd - Road Pavement Rehabilitation							
Local Sealed Urban Roads - Capital Works	191,506	140,000	100,000			240,000	80%
Tait Street Subdivision - Roadworks s94	102,460			102,460		102,460	100%
Roads to Recovery Roads to Recovery Annual Grant Program \$1,203,046 Sealed Road Reconstruction - Robertson Lane Crookwell (Park to East Street)	244,816		307,971			307,971	79%
Local Roads Gravel Resheeting Program		50.000				50,000	
Gravel Resheeting 3km - Redground Road Gravel Resheeting 3km - Redground Heights Road		50,000				50,000	
Gravel Resheeting 3km - Pejar Road		50,000				100,000	
Gravel Resheeting 3km - Glenerin Road	91,525	100,000 100,000				100,000	92%
Gravel Resheeting 3km - Jerrong Road	51,525	100,000				100,000	
R2R Rugby Road Gravel Re-sheeting		100,000				100,000	
R2R - Mulgowrie Road Gravel Re-sheeting	42,196	100,000					
Roads to Recovery - Rural Sealed Road Pavement Rehabilitation							
Rural Local Sealed Road - Pavement Rehabilitation Golspie Road, Taralga Rural Local Sealed Road - Pavement Rehabilitation Gurrundah Road (\$560k over 2 years)	509,884	273,046 280,000	191,757		38,127	/	100%
Rural Local Sealed Road - Pavement Rehabilitation Kangaloolah Road, Binda Rural Local Sealed Road - Pavement Rehabilitation Bannaby Road, Taralga	194	150,000			-150,000 150,000		37%
Rural Local Sealed Road - Pavement Rehabilitation Jerrawa Road (1.4km)	119,929		325,604			020,004	0170

UPPER LACHLAN SHIRE COUNCIL							
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Rural Local Roads Grabine Road Construction - Total of \$3.5m over 2 years (Total \$3.5m - Growing Local Economy Fund Grant \$3.3m & ULSC \$200k)	632,320		550,000			550,000	115%
Various Local Roads - Resealing ~90km combined length (Fixing Local Roads Rd1) Collector Rd (Hume Hwy - Lucks Ln)	147,208			458,284		458,284	32%
Various Local Roads - Resealing ~90km combined length (Fixing Local Roads Rd2) Cullerin Road - Fixing Local Rds Bigga Road - Fixing Local Rds Fullerton Road - Fixing Local Rds Roslyn Road - Fixing Local Rds Jerrawa Road - Fixing Local Rds	1,976 4,889 11,081 1,008	1,200,080 1,000,065 360,046 415,027 95,015		111,361 -47,452 -348,965 584,973 -95.015	123,908 103,256 42,851	1,055,869 11,081	0% 0% 100% 0%
Peelwood Road - Fixing Local Rds Collector Road - Fixing Local Rds (Total \$4.560m - Fixing Local Roads Rnd 2 Grant \$4.332m & ULSC \$228k)	34,302	530,049 270,015		-512,048	-270,015	18,001	191%
Heavy Vehicle Safety and Productivity Program							
Wheeo Road Upgrade (HVSPP)	479,813		583,288			583,288	82%
Peelwood Road Upgrade (HVSPP)	143,732		482,700		-338,968	143,732	100%
(Total \$4.560m - Fixing Local Roads Rnd 2 Grant \$4.332m & ULSC \$228k)							
Gravel Resheeting Rural Local Roads (Transfer from Sec. 94 Reserve)							
Rural Local Sealed Road - Bitumen Resealing (30 year cycle)	23,401	560,000	-100,000		-200,000		9%
Rural Local Sealed Road - Gravel Resheeting Mulgowrie Rd (Fixing Local Roads Rd3)	236,891	300,000				300,000	79%
Rural Local Sealed Road - Gravel Resheeting Middle Arm Rd (Fixing Local Roads Rd3)		325,000				325,000	
Reids Flat Rd (Boilers Hill) - (LRCI funded)	193,824				340,000	340,000	57%
Gorham's Bus Route, Crookwell - Gravel Resheeting	-6,818						
Regional Roads							
Resealing Program (RMS Block Grant funded)	5,808	550,000				550,000	1%
Reconstruction - MR256 - The Tablelands Way Upgrade Total project cost \$6,584,294 (Growing Local Economies Fund \$6,255,079, Council [Block Grant] \$329,215)	177,548	6,221,480			-6,036,480	185,000	96%
Rehabilitation - MR248E - Laggan Road (Part Grant Funded)	267,341	664,000				664,000	40%
(\$332,000 RMS REPAIR Grant Funded/\$332,000 Council Funded)							

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MR248E Laggan Road (Repair Program 2023)	23,258						
Wombeyan Caves Rd Restart NSW - RNSW1843	66,522		700,000		-600,000		67%
Intersections Renewal - Gunning area MR52 (RMS Block Grant funded)		100,000				100,000	
Local Roads Bridge Program							
Bridge - Blue Hills Rd/Burra Ck (Local/UnS/Tim)	739,898	755,947				755,947	98%
Bridge - Cooksvale Rd/Peelwood Ck (Local/UnS/Tim)	1,215,656	910,488				910,488	134%
Bridge - Julong Rd 2/Crookwell Riv (Local/UnS/Tim)	1,043,832	1,325,195				1,325,195	79%
Footpaths and Cycleways							
Traffic & Transport Cycleway Program - (100% RMS funded)		20,000				20,000	
Carrington & Northcott Street Footpath	529				129,500	129,500	0%
Saxby & Warrataw Street Footpath	123,022				150,000	150,000	82%
Kerb and Guttering							
Kerb and Gutter Rehabilitation - Colyer Street (Memorial Oval to Wade St)			46,910		-21,910	25,000	
Other Infrastructure							
Towns & Villages Streetscape Investigation & Program (Transfer from Reserves)		220,000		-220,000			
School - Rural Bus Stops - (Grant Funded)		20,000				20,000	
Streets as Shared Public Spaces	29,915		27,938			27,938	107%
School Zone Infrastructure Program	425,432		500,000		-67,900	432,100	98%
Upper Lachlan Rural Connectivity Solution (ULRCS)	10,000					000.000	
School Zone Infrastructure Sub-Prgm -Dragons Teeth	112,213			263,000		263,000	43%
Traffic Speed/Display Monitors	25,639			220,000		220,000	12%
Safety and Accessibility Improvements Crookwell Aerodrome				74,400	-17,400	57,000	

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Public Cemeteries							
Cemetery - Columbarium (s94 Funded)		10,000				10,000	
Stonequarry Cemetery - Beams	24,668			20,000		20,000	123%
Taralga Stone Quarry Cemetery-Plaque Beam (s94funded)	742						
Stormwater and Drainage							
North Crookwell area - Stormwater upgrade (100% LRCI3 Grant funded)	340,157		300,000			300,000	113%
Stormwater/Drainage Floodplain Studies (Stormwater Reserve)	49,741		43,000		6,741	49,741	100%
Housing							
Staff Accommodation Capital Replacements/Improvements (3 Houses)	1,586	15,000		-5,000	-5,000	5,000	32%
Engineering and Works Supervision							
Depot Building & Workshop Improvements (Transfer from Reserves)	4,716				175,000	175,000	3%
Crookwell Depot Land Acquisition	63,636				70,000	70,000	91%
Plant and Equipment Operations							
Motor Vehicle Net Replacement Cost - (see Motor Vehicle Schedule)	544,294	310,000				310,000	118%
Heavy Plant Fleet Net Replacement Cost - (see Plant Schedule)	1,122,527	1,101,000				1,101,000 4,000	155%
Workshop Plant and Tools	6,213	4,000				4,000	100 /0
Total Infrastructure Expenditure	9,631,031	18,625,453	4,119,168	605,998	-6,378,290	16,972,329	57%
5. CIVIC LEADERSHIP							
Tourism Promotion and Business							
Visitors Information Centre (MAAC precinct, BLERF Funded)	138,617	2,612,947	-720,524			1,892,423	7%
Bank House - Building Improvements (Painting) (Transfer from Building Reserve)		205,000		-205,000			
						4 000 (00	70/
Total Civic Leadership Expenditure	138,617	2,817,947	-720,524	-205,000		1,892,423	7%
Total Capital Works Expenditure	13,670,589	29,977,259	5,940,324	-1,872,233	-6,746,987	27,298,364	50%

UPPER LACHLAN SHIRE COUNCIL							
OPERATIONAL PLAN	Actual:	8,833,689				Actual YTD:	75%
CAPITAL EXPENDITURE BUDGET - 2022/2023	Committed:	4,836,900				Pay YTD:	74%
Capital Expenditure - Acquisition/Renewal of Assets (* includes commitments)	Total:	13,670,589					
Job Description	Actual Expenditure *	Budget Estimate 2022/2023	September Revotes & Reserves Transfers**	December Revotes & Reserves Transfers**	March Revotes & Reserves Transfers**	Revised Total Budget	Actual/ Revised Budget %
Capital Works Funding by Fund:-							
General Fund Expenditure	12,365,816	27,247,925	5,471,324	-964,733	-6,258,340	25,496,177	49%
DWM Fund Expenditure	409,448	370,000			39,448	409,448	100%
Water Supply Funds Expenditure	638,631	1,545,579	224,000	-795,000	-88,010	886,569	72%
Sewerage Funds Expenditure	256,694	813,755	245,000	-112,500	-440,085	506,170	51%
Total of All Funds Expenditure	13,670,589	29,977,259	5,940,324	-1,872,233	-6,746,987	27,298,364	50%
Capital Works Funding by Source:-							
Transfer from Reserves	1,548,495	4,196,557	2,193,547	-726,566	-331,728		29%
Section 94/64	142,027	10,000		159,660	342,482		28%
Grants and Contributions - Capital	9,977,441	19,418,828	3,296,563	-1,375,639	-5,943,872	15,395,880	65%
Loans and Borrowings							
Total Capital Works Funded by Capital Income	11,667,963	23,625,385	5,490,111	-1,942,545	-5,933,118		55%
Grants and Contributions - Operating	769,536	2,182,261			-329,215		42%
Recurrent Revenue	1,233,090	4,169,614	450,213	70,313	-484,654		29%
Total Capital Works Funding	13,670,589	29,977,259	5,940,324	-1,872,233	-6,746,987	27,298,365	50%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2022/2023 Grants and Contributions Provided for Capital Purposes			I	1	1		
Job Description	Income	Budget Estimate 2022/2023	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
1.COMMUNITY							
Emergency Services and Fire Protection							
Animal Control Crookwell Pound - Impounding Review/Design (Transfer from Building Reserve)	2,932	6,000			-3,068	2,932	100%
Health Services, Medical Centres, Aged, Disabled and Community Services							
Public Libraries							
NSW Public Library Infrastructure Grant expense Transfer from Reserves	186,893		189,564			189,564	99%
Public Halls, Cultural Services, Community Centres and Museums							
Gunning Court House - Equipment improvements (GCA Grant + Community Funded)	1,150	75,559		-50,234		25,325	5%
Gunning Shire Hall Rejuvenation Project	2,215						
Building Emergency Lighting - various Halls & Council Buildings (Tfr from Building Reserve)	8,664	113,500		-40,000	-58,500	15,000	58%
Bigga Hall Electrical Upgrades - s94 funded	11,182				11,182	11,182	100%
Sporting Grounds and Parks and Gardens							
Coleman Park, Crookwell - Inclusive Play Space (Everyone Can Play & Veolia Grant)		500,000	-13,600			486,400	
Lin Cooper Field, Crookwell - Replace Change Rooms (RSFF Grant funded)		978,601		-400,000	354,810	933,411	
Lin Cooper Field, Crookwell - Sport Amenities Upgrade (Veolia Grant)					36,920	36,920	
Gunning Showground - Replace Callers Box (Transfer from Building Reserve)		20,000				20,000	
Gunning Showground - Electricity Upgrades (Transfer from Building Reserve)	4,000	160,000			-130,000	30,000	13%
Gunning Showground Amenities Project (SCCF3 Grant): Unexpended Grants	58,095		214,566	-164,566		50,000	39%
Gunning Showground Amenities Project (SCCF3 Grant)			458,181	-458,181	100,000	100,000	
Swimming Pools							
Gunning Swimming Pool - Permanent Shade Structures (contingent on Grant)	7,732				7,732	7,732	
Crookwell Swimming Pool - Aquatic & Activity Centre (MAAC) - Phase 1 (LRCI Grant)			627,334			627,334	
Crookwell Swimming Pool - Aquatic & Activity Centre - Phase 1 (Council Reserves Funded)			684,971			684,971	
Crookwell Swimming Pool - Aquatic & Activity Centre - Phase 2a (LRCI Grant)	447,523	1,200,000	-15,603			1,184,397	23%
Crookwell Swimming Pool - Aquatic & Activity Centre - Phase 2a (Loan Funded)		1,144,057	-408,413			735,644	
Crookwell Swimming Pool - MAAC Sustainable Fit Out (SCCF5 Grant)							
Other							
Upper Lachlan Shire Rural Connectivity Solutions (ULRCS)							
Total Community Income	730,386	4,197,717	1,737,000	-1,112,981	319,075	5,140,811	14%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2022/2023 Grants and Contributions Provided for Capital Purposes							
Job Description	Income	Budget Estimate 2022/2023	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
2. ENVIRONMENT							
Town Planning and Development Control GIS upgrade - Remap shire for LEP (Transfer from Reserves) ePlanning Suite - Implementation & Integration (Regional NSW Planning Portal Grant 20/21) Trf from Reserves	3,927	175,000	79,265	-87,500	-87,500	79,265	5%
Section 94 - Development Contributions Open Space Bushfire	22,010 19,714	31,800 42,400				31,800 42,400	69% 46%
Community Facilities/Amenities Roads/Traffic Construction Extractive Industries	42,831 259,447	42,400 53,000 424,400 16,000				42,400 53,000 424,400 16,000	81% 61%
Plan Administration Rural Addressing	5,090 2,200	8,400				8,400	61%
Environmental Systems and Protection Noxious Weeds Control							
Building Control							
Waste Centres, Rubbish Tips and Street Cleaning Taralga Transfer Station - New Attendant Hut Village Transfer Stations Upgrades (Reserves Transfers) Gunning Landfill Design & Investigation Rehabilitation and Capping of Crookwell Landfill (transfer from reserve)	45,919	20,000 40,000			-20,000 5,919 15,092 30,000	45,919 15,092 30,000	100%
<i>Domestic Waste Management (DWM)</i> Section 94 Contribution - Garbage Disposal and Facilities DWM Plant - Net Replacement Cost (Transfer from Reserve)	15,650 409,448	17,000 370,000			39,448	17,000 409,448	92% 100%
WATER SUPPLY FUND							
Crookwell Water Supply Fund Water Section 64 Development Contributions Integrated Water Cycle Management (IWCM) Strategy (Transfer from Reserves)	25,640 249,113	29,900 306,000				29,900 306,000	86% 81%
Gunning Water Supply Fund Water Section 64 Development Contributions		17,700				17,700	

UPPER LACHLAN SHIRE COUNCIL							
DELIVERY PROGRAM							
CAPITAL INCOME BUDGET - 2022/2023							
Grants and Contributions Provided for Capital Purposes							
Job Description	Income	Budget Estimate 2022/2023	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
Dalton Water Supply Fund Water Section 64 Development Contributions		2,600				2,600	
Taralga Water Supply Fund							
Water Section 64 Development Contributions		10,800				10,800	
Taralga Dam - Design & Assessment (Black Summer Bushfire Recovery Grant)	34,612	875,000		-795,000		80,000	43%
Integration of Water & Sewer Telemetry SCADA systems network	191,815		224,000			224,000	86%
Total Water Supply Services Income	1,327,416	1,242,000	224,000	-795,000		671,000	198%
SEWERAGE FUND							
Crookwell Sewerage Fund							
Sewerage Section 64 Development Contributions	23,903	23,900				23,900	100%
Sewer Main Rehabilitation / Renewal (transfer from reserves)	-,	100,000			-60,000	40,000	
Smoke Testing program (transfer from reserves)	38,800	250,000			-219,200	30,800	126%
Gunning Sewerage Fund							
Sewerage Section 64 Development Contributions		9,600				9,600	
Sewer Relining (transfer from reserves)		150,000		-112,500		37,500	
Taralga Sewerage Fund						0.400	
Sewerage Section 64 Development Contributions		6,400				6,400	
Total Sewerage Services Income	62,703	539,900		-112,500	-279,200	148,200	42%
Total Environment Income	1,390,119	2,979,900	303,265	-995,000	-296,241	1,991,924	70%
	1,390,119	2,979,900	303,265	-995,000	-296,241	1,991,924	70%
3. ECONOMY							
Financial Services							
Administration and Corporate Support							
Council Building - restoration and painting (transfer from Building reserve)		77,000		-77,000			
Crookwell Administration Office - Disabled Ramp to Main Reception (Transfer from Reserve)		35,000		-35,000			
Information Technology	00.057	00.000			10.050	70.440	105%
IT - Civica Bus Portal Migration/Authority Upgrade	82,857	90,000			-10,852	79,148	105% 142%
IT - FOB Key system upgrade IT Reserves Transfer IT - Council Chambers Audiobility/Webcasting	21,292	15,000 10,000				15,000 10,000	14∠%
		10,000				10,000	

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2022/2023 Grants and Contributions Provided for Capital Purposes							
Job Description	Income	Budget Estimate 2022/2023	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
IT - Website Upgrade Computer Software IT - Servers Replacement/Upgrades (Transfer from Reserves)	19,000	20,000	59,200			20,000 59,200	95%
Total Economy Income	123,148	247,000	59,200	-112,000	-10,852	183,348	67%
4. INFRASTRUCTURE Roads, Bridges, Cycle ways, Footpaths and Kerb and Guttering							
Urban Local Roads Roads to Recovery - Unexpended Grants	244,816		825,332		38,127	863,459	28%
Rural Local Roads Various Local Roads - Resealing (Fixing Local Roads Rnd 2 Grant) Various Local Roads - Resealing (Fixing Local Roads Rnd 1 Grant)	53,257 147,208	3,642,282		27,576		3,669,858	1%
Gravel Resheeting Roads (Transfer from Sec. 94 Reserve) Rural Local Sealed Road - Gravel Resheeting Mulgowrie Rd (FLR3)	236,891	277,500			340,000	340,000 277,500	85%
Rural Local Sealed Road - Gravel Resheeting Middle Arm Rd (FLR3) Wheeo Road Upgrade (HVSPP) Peelwood Road Upgrade (HVSPP)	479,813 143,732	300,625	573,288 432,700 350,000		-338,968	300,625 573,288 93,732 350,000	84% 153%
Grabine Road Construction - Total of \$3.5m over 2 years Regional Roads Reconstruction NP255 Wombeyon Course Read	388		700,000		-600,000	100.000	0%
Reconstruction - MR258 - Wombeyan Caves Road Total project cost \$5,028,000 / Growing Local Economies Fund Grant \$2,428,000 / Building Better Regions Fund Grant \$2,500,000 / Council \$100,000			700,000		-600,000	100,000	0%
Wombeyan Caves Road Interim Rectification Works Reconstruction - MR256 - The Tablelands Way Upgrade Total project cost \$6,584,294 (Growing Local Economies Fund \$6,255,079, Council \$329,215)	10,220 155,848	5,892,265			-5,707,265	185,000	84%
Rehabilitation - MR241 - Dalton Road (Grant Funded)		332,000				332,000	
Blue Hills Road/ Burra Burra Creek Bridge (Grant Funded) Cooksvale Roadd/Peelwood Creek Bridge (Grant Funded) Crookwell River Bridge - No.2 Julong Road (Grant Funded)	259,052 298,411 415,044	718,150 864,964 1,258,935				718,150 864,964 1,258,935	36% 34% 33%
Footpaths and Cycleways Traffic & Transport Cycleway Program - (100% RMS funded) Active Transport Grants - Carrington & Northcott, Saxby & Warrataw Streets Footpath		20,000			279,500	20,000 279,500	

UPPER LACHLAN SHIRE COUNCIL							
DELIVERY PROGRAM							
CAPITAL INCOME BUDGET - 2022/2023							
Grants and Contributions Provided for Capital Purposes			-		1	1	1
Job Description	Income	Budget Estimate 2022/2023	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
Other Infrastructure							
School - Rural Bus Stops - (Grant Funded)		20,000				20,000	
Towns & Villages Streetscape Investigation & Program		220,000				220,000	
Tait Street Subdivision - Roadworks s94	102,460			102,460		102,460	100%
Streets as Shared Public Spaces	29,915		27,938			27,938	107%
School Zone Infrastructure Program	425,432		500,000	263,000	-67,900	695,100	61%
School Zone Infrastructure Sub-Prgm -Dragons Teeth Grant Funding	112,213						
Regional Airports Program Rd3 Crookwell Aerodrome				37,200		28,500	
Regional Airports Program Rd3 Crookwell Aerodrome (s7.11 funds)				37,200	-8,700	28,500	
Public Cemeteries							
Stonequarry Cemetery - Columbarium (section 94 funded)	24,668	10,000		20,000		30,000	82%
Stormwater and Drainage							
Stormwater/Drainage Floodplain Studies (Stormwater Reserve)	49,741		43,000		6,741	49,741	100%
North Crookwell area - Stormwater upgrade (100% LRCI3 Grant funded)	340,157		300,000			300,000	113%
Housing							
Staff Accommodation Capital Replacements/Improvements (3 Houses)	1,586	15,000		-5,000	-5,000	5,000	32%
Engineering, Purchasing and Works Supervision Works Depot (Transfer from Reserves)					190,760	190,760	
Plant and Equipment Operations							
Transfer from Reserves		655,000				655,000	
Unexpended Loans/Incomplete Works 2020/2021 (Transfer from Internal Reserves)	2,215		215,910		-63,695	152,215	1%
Total Infrastructure Inc	:ome 3,533,066	14,226,721	3,968,168	482,436	-5,945,100	12,732,224	28%
5. CIVIC LEADERSHIP							
Real Estate Development							
Caravan Parks							
Caravan Park Capital Works (Crown Reserve Improvement Grant 2020/2021)	37,220		38,215			38,215	97%
Tourism Promotion and Business							
Visitors Information Centre (MAAC precinct) (BLERF Grant)	138,617	2,462,947	-615,737			1,847,210	8%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2022/2023 Grants and Contributions Provided for Capital Purposes			-				
Job Description	Income	Budget Estimate 2022/2023	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
Visitors Information Centre (MAAC precinct) (BLERF Grant) Transfer from Reserves Bank House - restoration and painting (transfer from Building reserve)		205,000		-205,000			
Total Civic Leadership Income	175,837	2,667,947	-577,522	-205,000		1,885,425	9%
Total Capital Grants and Contributions Income, Transfers from Reserves & Loans	5,952,556	24,319,285	5,490,111	-1,942,545	-5,933,118	21,933,733	27%
<u>Direct Funding Towards Capital Works</u> Total Transfers from Reserves Total Section 94/64 Transfers from Reserve Total Loans	1,826,557	4,196,557 10,000	2,193,547	-566,906	10,754	5,833,953 10,000	31%
Total Capital Grants and Contributions Income	2,985,838	19,418,828	3,296,563	-1,375,639	-5,943,872	15,395,880	19%
Total Direct Funding Towards Capital Works	4,812,395	23,625,385	5,490,111	-1,942,545	-5,933,118	21,239,833	23%
Total Section 94/64 Contributions Received - Not Funding This Years Capital Works	426,705	693,900				693,900	61%
Total Capital Grants and Contributions Income, Transfers from Reserves & Loans	5,239,101	24,319,285	5,490,111	-1,942,545	-5,933,118	21,933,733	24%

UPPER LACHLAN SHIRE COUNCIL



<u>3RD QUARTER REVIEW</u> OPERATIONAL PLAN – KPI SUMMARY 2022/2023

31 MARCH 2023

CSP STRATEGIC PILLAR – OUR COMMUNITY: PRINCIPAL ACTIVITY - HEALTH SERVICES, MEDICAL CENTRES, AGED, DISABLED AND COMMUNITY SERVICES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Liaise with health care	Facilitate leases for	1.1 - Support the retention	Achieved - Council owned buildings
service providers within the	buildings.	of medical and health care	utilised for health care services in
Shire.		facilities in the towns.	Crookwell and Gunning.
Support and promote youth	Report annually to Council.	1.4 - Retain the youth	Being achieved - Youth Committee
engagement.		population demographic	and Youth Policy to be reviewed. Youth
		and provide appropriate	activities R U OK Youth activities
		facilities.	undertaken.
Support the NSW	Council review the Disability	1.3 - Community services	Not achieved – Disability Inclusion
Government sponsored	Inclusion Action Plan.	for young, aged, disabled,	Action Plan has not yet been reviewed.
National Disability Insurance		and people from diverse	A review will be provided to the Council
Scheme (NDIS).		cultural backgrounds.	in 2023.
Maintain a web based	Review annually.	1.7 - Social inclusion for all	Not achieved - community directory
community directory.		disparate communities.	requires review and update on council
			website.

CSP STRATEGIC PILLAR – OUR COMMUNITY: PRINCIPAL ACTIVITY - PUBLIC HALLS, CULTURAL SERVICES, COMMUNITY CENTRES AND MUSEUMS

KPI	Performance Measure	Delivery Program Actions	Performance Status
Review and implement Social and Community Plan for Council.	Report on actions each year in the Annual Report.	1.2 - Support provision of ageing population services and aged accommodation.	
Review and Implement Cultural Plan for Council.	Report on actions each year in the Annual Report.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Not achieved.

<u>KPI</u>	Performance Measure	Delivery Program Actions	Performance Status
			Achieved - Heritage grants endorsed by Council in November 2022.
Maintenance and management of Council public facilities.	Review Plans of Management every five years.		Not achieved - Plans of Management development and reviews to be reported to Council for adoption, deadline June 2023.

CSP STRATEGIC PILLAR – OUR COMMUNITY: PRINCIPAL ACTIVITY - ANIMAL CONTROL

KPI	Performance Measure	Delivery Program Actions	Performance Status
Registration of companion animals.	Monthly report to Office of Local Government.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Maintain a Complaint Handling Register.	Complaints investigated in accordance with Council's Enforcement Policy.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved.
Maintain an Impounding Register.	Statistics reported in Annual Report.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.

CSP STRATEGIC PILLAR – OUR COMMUNITY: PRINCIPAL ACTIVITY - SWIMMING POOLS

KPI	Performance Measure	Delivery Program Actions	Performance Status
Swimming pool guidelines.	Annual review of guidelines.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved
Water quality testing.	Daily testing and water sample compliance.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.
Swimming pool patronage numbers and financial report.	Report annually to Council.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Not achieved.
Construction of Multipurpose Activity and Aquatic Centre (MAAC) in Crookwell.	Opening of new facility in November 2022.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Not achieved - MAAC construction has commenced with future works not proceeding based on contractor going into liquidation.

CSP STRATEGIC PILLAR – OUR COMMUNITY: PRINCIPAL ACTIVITY - SPORTING GROUNDS, PARKS AND GARDENS AND PUBLIC SPACES

<u>KPI</u>	Performance Measure	Delivery Program Actions	Performance Status
Sports field maintenance and Playing Fields Committee meetings.	Report to Council annually.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved.
Prepare Plans of Management for land where Council is the trustee.	Categorise land and prepare Plans of Management.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Not achieved - Council is developing an Asset Register in consultation with the NSW Lands and will prepare Plans of Management by 2023 deadline.
Towns and villages streetscape improvement program.	Implement streetscape works and develop Masterplan projects.	 1.8 - Manage and upgrade Council's public buildings and community centres. 	•
Towns and villages mowing and maintenance program and fire risk minimisation. Improve maintenance of public parks facilities.	Implement town beautification/place making initiatives.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved.

CSP STRATEGIC PILLAR – OUR COMMUNITY: PRINCIPAL ACTIVITY - PUBLIC LIBRARIES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Quarterly Reports for library services to Council.	Report to Council by deadline.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved – Quarterly Reports for both branch libraries are prepared within a month of the end of the quarter.
Complete NSW State Library Return of Local Priority Grant Report and Statement of Library Operations.	Completed by State Library deadline.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – Library Return was completed and sent to NSW State Library in early October 2022.
Develop an outreach program to Upper Lachlan Shire villages and community groups that are not serviced directly by a Library branch.	Outreach visits to each village school once a term	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Being achieved - all small schools in the Shire were again approached, with a majority having a visit during term 1 in 2023.
Provide a program of regular Library activities targeted towards youth aged 13 to 21 years.	Program of regular youth activities put in place by September 2022.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Being achieved – Dungeons and Dragons teen and young adult regular activity has occurred in February and March 2023, with good attendance and feedback. Funded through a youth wellbeing grant. Planning a Youth Week tarot card activity for April, which should lead on to being a regular ongoing activity.

CSP STRATEGIC PILLAR – OUR COMMUNITY: PRINCIPAL ACTIVITY - EMERGENCY SERVICES AND FIRE PROTECTION

KPI	Performance Measure	Delivery Program Actions	Performance Status
Maintain Section 7.11 Development Contributions Plan Register for each individual Bushfire Brigade.	Annual audit of Section 7.11 Register - Bushfire.	1.8 - Manage and upgrade Council's public buildings and community centres.	Achieved – Section 7.11 Contributions Register reconciled and external audit completed in 2021/2022.
Complete review of DISPLAN and creation of Consequence Management Guides.	Report to Council every two years.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved – EMPLAN and Consequences Management Guides are being reviewed and reported to the Local Emergency Management Committee in May 2023.
Complete review of RFS Service Level Agreement (SLA).	Council adoption in 2022/2023.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Not achieved – The 2014 Service Level Agreement will not be updated and finalised as RFS and Council have not agreed to a format and content of a new SLA.
Council participate in CRJO South East NSW Resilience Framework project.	Report to Council on actions achieved.	4.12 - Flood Risk Management Plans created for Crookwell Gunning, Taralga and Collector.	Being achieved – community workshops held to inform the development of a. Regional Resilience Action Plan. The Resilience Blueprint project has now entered the implementation phase as endorsed by the CRJO Board.

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare LEP amendments and submit to Department of Planning and Environment. Review and monitor Local Environmental Plan, Development Control Plan and Local Strategic Planning Statement.	LEP Amendments utilising gateway approval. Undertake Strategic Planning Reviews.	 2.2 - Promote environmentally sustainable developments (ESD). 2.2 - Promote environmentally sustainable developments (ESD). 	Being achieved – reports are provided to Council for any such proposal. LEP amendments are with PC. Achieved.
Review and implementation of Section 7.11 (Section 94 Development Contributions Plan) and Section 7.12 (Section 94A Development Contributions Plan).	Review of Section 7.11 Development Contributions Plans; and annual audit of Section 7.11 Register.	2.4 - Pursue Section 94A Development Contributions payments for all State Significant - Designated Developments.	Not achieved – Investigating options to review the contributions plans with adjoining councils.
Section 355 Committees of Council operate to facilitate the Community Enhancement Fund (CEF).	CEF funds distributed annually. Committees resourced to benefit target communities.	2.4 - Pursue Section 94A Development Contributions payments for all State Significant - Designated Developments.	Being achieved.
Completion and issue of Section 10.7 Planning Certificates.	Complete within 7 days.	2.2 - Promote environmentally sustainable developments (ESD).	Not achieved – Average periods are greater than the 7 days with works commenced on improving work processes.
Completion of heritage listings LEP review, continue heritage advisory service, continue annual heritage grants program.	Ongoing, use of service, annual grant funding allocated.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved – draft heritage report was completed by Council's Heritage Advisor and presented to Council for consideration.

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY - BUILDING CONTROL AND COMPLIANCE

KPI	Performance Measure	Delivery Program Actions	Performance Status
Ensure ongoing accreditation of	Minimum CPD points	2.2 - Promote	Achieved.
Building Surveyors is	are obtained annually.	environmentally sustainable	
maintained.		developments (ESD).	
Construction Certificate (CC)	Determine 80% of CC's	2.2 - Promote	Not Achieved.
assessment and determination	within 40 days.	environmentally sustainable	
		developments (ESD).	
Council retain a Register of Fire	Annually review the	2.2 - Promote	Achieved.
Safety Statements for Class 2 to	Register for currency.	environmentally sustainable	
9 buildings.		developments (ESD).	
Development Application (DA)	Determine 80% of DA's	2.2 - Promote	Not Achieved.
assessment and determination.	within 40 days.	environmentally sustainable	
		developments (ESD).	

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY - ENVIRONMENTAL SYSTEMS AND PROTECTION

<u>KPI</u>	Performance Measure	Delivery Program Actions	Performance Status
Investigate and report environmental complaints in accordance with legislation.	Deal with complaints in accordance with Customer Service Charter.	2.1 - Address environmental degradation issues; i.e. noxious weeds control.	Achieved – noting that not all compliance action was finalised within the 30-day timeframe, based on workload and priorities.
Assist community groups to seek grant funding for environmental initiatives for Council land and waterways. Apply for grant funding.	Number of grants per annum. Number of projects initiated.	2.5 - Support land care initiatives to restore and beautify natural resources.	Not achieved.
Drive sustainability in Council's business. Activate whole of Council commitment to sustainability and reduce greenhouse gases from Council's operations.	Deliver energy actions. Continue implementing of energy reduction options across Council facilities and services.	2.2 - Promote environmentally sustainable developments (ESD).	Not achieved.
Participate in the Hilltops and Upper Lachlan Shire Councils drought resilience pilot program in conjunction with Resilience NSW.	Blueprint for South East NSW produced.	2.2 - Promote environmentally sustainable developments (ESD).	Being achieved.

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY - FOOD CONTROL AND INSPECTIONS

KPI	Performance Measure	Delivery Program Actions	Performance Status
Conduct food premise inspections of retailers and service providers.	Annual inspection of all food premises.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Not applicable – nil inspections completed during this quarter. Inspections to be completed in 4th quarter of 2022/2023.
Re-inspection of food retailers issued with infringement notices.	Follow up within 90 days of notice.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - nil identified.
Swimming Pool register and inspection program.	Ensure Swimming Pool Register is maintained.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - compliant and ongoing.

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY - BIOSECURITY (NOXIOUS WEEDS) INSPECTION AND CONTROL

KPI	Performance Measure	Delivery Program Actions	Performance Status
Property inspections - the type and density of noxious weed infestations to be recorded and reported to Council.	Inspection statistics reported to Council quarterly.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Achieved.
Suppression of noxious plants on road reserves.	Roads to be surveyed annually and control work conducted.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Being achieved.
Regular education programs (field days and press releases) for landowners on the most effective control methods.	Staff available for advice and support on weed control.	2.5 - Support land care initiatives to restore and beautify natural resources.	Being achieved.

CSP STRATEGIC PILLAR – OUR ENVIRONMENT:					
PRINCIPAL ACTIVITY - WASTE CENTRES AND LANDFILLS					
KPI	Performance Measure	Delivery Program Actions	Performance Status		
Implement strategy for the Crookwell Waste Centre, including remediation and restoration.	Consultant engaged to supply options for EPA and Council.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – ongoing works continue at Crookwell waste facility for remediation with cap design completed.		
Waste transfer station design development and construction for Taralga, Collector, Tuena and Bigga, including closure plans for existing landfills.	Remediation works project in accordance with EPA requirement.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - upgrade to existing facilities are being completed in accordance with Council's management plan.		
Ensure compliance with DECCW licence for Crookwell waste centre (landfill).	Council providing services in all village areas.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Achieved – Council officers are liaising with DECCW to ensure compliance with licence conditions for the Crookwell landfill.		
Ensure best practice pricing based on cost recovery principles for all waste services and promotion of waste recycling.	Review and report to Council annually.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Being achieved – waste pricing to be reviewed for waste charge and gate charge for 2023/2024 Operational Plan.		

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY - DOMESTIC WASTE MANAGEMENT (DWM)

<u>KPI</u>	Performance Measure	Delivery Program Actions	Performance Status
DWM service charge includes a disposal cost as a costed entity as part of the annual DWM reasonable cost calculation.	Establish Fund and review annually.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Being achieved – Reasonable cost calculation completed for DWM in 2022/2023 Operational Plan. A review of waste collection and disposal charges required for 2023/2024.
Average number of garbage bin service collections missed per month and number of complaints received.	Less than 2% of weekly pickups.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Achieved.
Kerbside pickup of organic green waste collection service.	Report to be provided annually to Council.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Achieved.
Prepare and review DWM long- term plant replacement schedule.	Reviewed annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved.

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY - WATER SUPPLY SERVICES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Carry out weekly water quality standard testing. Taralga water supply dam replacement is highest priority.	Complying water quality test samples.	4.6 - Improve water supply and sewer facilities to towns.	Achieved.
Implement user pay best practice pricing water charges in accordance with State Government Guidelines.	50% water supply income from user pay charges.	4.6 - Improve water supply and sewer facilities to towns.	Being achieved – user pays best practice will be dependent upon the completion of the IWCM report.
Review Integrated Water Cycle Management (IWCM) Strategy for the town water supplies.	Engage consultant to complete IWCM strategy by December 2022.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Council has entered into an agreement with NSW Public Works to undertake the review of and prepare the IWCM. The initial stages of the process have commenced with data sharing complete. (Council is advised that this process is likely to take up to two years to complete due to its complexity.)
Maintain Section 64 Development Contributions Plan Register.	Audited annually.	4.6 - Improve water supply and sewer facilities to towns.	Achieved – audit completed for 2021/2022.
Surplus Water Fund operating result.	Within 10% of budget.	4.6 - Improve water supply and sewer facilities to towns.	Not achieved – water supply fund had operating deficits in past three years.

CSP STRATEGIC PILLAR – OUR ENVIRONMENT: PRINCIPAL ACTIVITY - SEWER SERVICES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Number of sewer chokes per month per five kilometres of mains.	Less than 5 per month.	4.6 - Improve water supply and sewer facilities to towns.	Being achieved.
Review Policy and implement Trade Waste Charges.	Prepare a Trade Waste Policy for adoption by Council.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – draft Trade Waste Policy approved by DPI and report to be presented to future Council Meeting for consideration.
Surplus Sewer Fund operating result.	Within 10% of budget.	4.6 - Improve water supply and sewer facilities to towns.	Achieved – operational surplus in 2021/2022. Operating surplus achieved in 3 of the 4 past financial years.
Maintain Section 64 Development Contributions Plan Register.	Audited annually.	4.6 - Improve water supply and sewer facilities to towns.	Achieved – audit completed for 2021/2022.
Sewer Treatment Plants comply with EPA conditions.	Satisfactory report from NSW EPA.	4.6 - Improve water supply and sewer facilities to towns.	Being achieved.

CSP STRATEGIC PILLAR – OUR ECONOMY: PRINCIPAL ACTIVITY - FINANCIAL SERVICES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Council's Investment Policy and Investment Strategy.	Review biennially.	3.2 - Prudent financial management.	Achieved – Investment Policy reviewed and adopted by Council on 16 June 2022.
Maintain Employee Leave Entitlements (ELE) internal restricted cash reserves to fund leave as it becomes payable.	Minimum 40% cash reserve of total ELE expense.	3.1 - Ensure financial viability of Council.	Achieved – Council ELE cash reserve is 33% of total ELE expense as at 30 June 2022 this is satisfactory based on age profile and accumulated leave entitlements accrued.
Implementation of Council's Internal Audit Plan and report actions to Audit, Risk and Improvement Committee.	Complete internal audits annually.	3.2 - Prudent financial management.	Being achieved – Audit, Risk and Improvement Committee established. Manager Internal Audit and Risk was appointed on 31 October 2022. An Internal Audit Plan will be implemented early 2023.
Progressively complete Asset Fair Valuation for all asset classes.	Audited annually.	3.1 - Ensure financial viability of Council.	Being achieved - Buildings, Other Structures and Operational Land asset classes will be revalued at "fair value at 30 June 2023. Revaluation proposal has been accepted on Vendor Panel and purchase order raised for valuations to be completed by 31 July 2023.
Improve Long Term Financial Plan (LTFP) modelling.	10 year plan reviewed annually.	3.1 - Ensure financial viability of Council.	Achieved – Long Term Financial Plan reviewed, publicly exhibited and adopted by Council on 16 June 2022. Draft LTFP for period 2023 to 2032 is on public exhibition to be adopted by Council on 15 June 2023.
Accurate and timely Council budget reporting and review.	Quarterly Reports.	3.2 - Prudent financial management.	Being achieved – provision of Quarterly Budget Review Statements and KPIs report to Council each quarter within 2 months of end of the quarter.

CSP STRATEGIC PILLAR – OUR ECONOMY: PRINCIPAL ACTIVITY - ADMINISTRATION AND CORPORATE SUPPORT			
KPI	Performance Measure	Delivery Program Actions	Performance Status
Manage Council's Accounts Payable and Purchasing systems.	90% of tax invoices are paid within credit terms.	3.1 - Ensure financial viability of Council.	Being achieved – 64% of tax invoices were paid by Council in accordance with credit terms. There were 1,653 tax invoices processed in the 3rd Quarter.
Manage Council's Accounts Receivable system.	90% payment recovered within sixty days.	3.1 - Ensure financial viability of Council.	Being achieved – 84% of sundry debtor invoices were recovered within 60 days of tax invoice date. There were 154 tax invoices processed in 3rd Quarter.
Council electronic document records management system (EDM) complies with State Records requirements. Training of users of records management system.	HP Content Manager (EDM) system upgrade.	3.1 - Ensure financial viability of Council.	Achieved – EDMS key users had staff training completed in December 2022. Completed the RMAT assessment and supplied to State Records. Pending - Council EDMS configuration review in 2023.
Participate in Canberra Region Joint Organisation (CRJO) advocacy and resource sharing projects.	CRJO report annually to Council.	3.2 - Prudent financial management.	Being achieved – Council are participating in governance, internal audit, GMAG, procurement, resilience blueprint and IP&R wellbeing working groups in CRJO.
Council Section 355 Committees adhere to Council policies and audit requirements.	Report annually to Council.	3.2 - Prudent financial management.	Being achieved – 2021/2022 audits for Wind Farm CEP audits are in progress and at the point of final queries. Internal review and consultation is underway with respect to updating the s355 Committee Policy and supporting Guidelines under development.
Six monthly Stores Stocktakes with a proportion and value of Stores stock control bin errors being minimised.	Audit of stores stock.	3.2 - Prudent financial management.	Achieved - Stores stocktakes completed in December 2022.

Page 18

CSP STRATEGIC PILLAR – OUR ECONOMY: PRINCIPAL ACTIVITY - GENERAL PURPOSE REVENUE AND RATES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Proportion of rates accounts outstanding at year end.	Less than 5% outstanding.	3.2 - Prudent financial management.	Achieved – 3.18% rates and charges outstanding percentage as at 30 June 2022.
Completion of statutory certificates i.e. Section 603 Certificates.	95% completion rate within 5 days.	3.2 - Prudent financial management.	Achieved – 100% of certificates were processed within the deadline in the 3rd Quarter.
Completion and audit of Schedule - Permissible Rates Income Calculation.	Annual Completion by due date free of error.	3.2 - Prudent financial management.	Achieved – audit completed.
Process land revaluations and monthly supplementary land valuations from the Valuer Generals Office.	Monthly reconciliation and signoff by management.	3.2 - Prudent financial management.	Achieved – all reconciliations signed and authorised in first three quarters in 2022/2023.
Levy Rates and Annual Charges and user charges in accordance with Local Government Act.	Annual income meets budget forecast.	3.2 - Prudent financial management.	Achieved - annual rates and annual charge income levied is in accordance with the budget projections.

CSP STRATEGIC PILLAR – OUR ECONOMY: PRINCIPAL ACTIVITY - INFORMATION TECHNOLOGY

KPI	Performance Measure	Delivery Program Actions	Performance Status
Council's Information Technology Strategic Plan, Disaster Recovery Plan and Business Continuity Plan to be reviewed and updated.	Implement actions within specified timeframes.	3.1 - Ensure financial viability of Council.	Being achieved - Strategic Plan due for review/update in quarter 4. Disaster Recovery Plan needs defining and testing in quarter 4.
Implement Council PC (computers) replacement program on a four year rotational basis.	Annually install 100% of PC's scheduled.	3.1 - Ensure financial viability of Council.	Not achieved – Additional machines ordered to max of Hardware replacement budget, but still outside of 4-year rotation scope. This will be a slow change over next 24-48 months before all devices are within scope.
Review, upgrade and update Council's Website and FaceBook page information.	Content updated weekly. Regular update and refresh of Council website.	3.1 - Ensure financial viability of Council.	Achieved – Council website stage 2 completed. Have Your Say and Events sections added to ULSC website.
Implementation of information technology capital works, i.e. new servers, software, databases and telecommunication upgrades.	Complete projects each year within budget estimate.	3.1 - Ensure financial viability of Council.	Achieved - GIS additional data/layers being reviewed and training booked for IT Department for in-dept management of the GIS system. Achieved - Element Time payroll solution being trialled. Achieved - Gunning security system upgraded. Depot door locks changed over to card swipe system. Being achieved - Crookwell Caravan Park CCTV complete. Digital Signage solution ordered and design brief being completed for install within 5-6 weeks.

CSP STRATEGIC PILLAR – OUR ECONOMY: PRINCIPAL ACTIVITY - WORKFORCE (HUMAN RESOURCES AND WORK HEALTH AND SAFETY)

<u>KPI</u>	Performance Measure	Delivery Program Actions	Performance Status
Review and implement Council Succession Plan.	Review biennially.	3.4 - Assist facilitation of employment opportunities.	Not achieved.
Proportion of Council employee turnover per year.	12% uncontrollable turnover.	5.4 - Ensure the retention and attraction of quality staff.	Being achieved – In Quarter 2 uncontrolled turnover was 4.55%. Projected annualised uncontrolled turnover in 2022/2023 is 18%; this includes staff retirements and resignations.
Conduct annual performance reviews and sign-off for all employee's position descriptions and training plans.	Completed by 31 May each year.	3.4 - Assist facilitation of employment opportunities.	Being achieved - the 2022/2023 staff performance reviews have commenced this quarter. Staff performance reviews are scheduled to be completed in May and June 2023.
Review and implement the human resources four year strategy in Council's Workforce Plan.	Review Annually.	3.4 - Assist facilitation of employment opportunities.	Being achieved – the Draft Workforce Plan was reviewed and is on public exhibition and will be adopted at the Council Meeting on 15 June 2023.
Worker consultation on WHS issues. Workers have an opportunity to express their views and contribute to any decisions relating to their health and safety.	Include WHS on agenda for all team meetings. Implement online Hazard/Inspection/ incident reporting system. WHS Team provide regular safety updates for discussion in team meetings.	5.4 - Ensure the retention and attraction of quality staff.	Being achieved – Toolbox process utilised by outdoor staff. WHS committee in place with regular meeting. HSR elected and trained. Staff are encouraged by management to discuss safety issues.

<u>KPI</u>	Performance Measure	Delivery Program	Performance Status
		<u>Actions</u>	
WHS risk to workplace health and safety assessed, documented and reported to WHS Committee.	Hazards are identified and risk assessed. Adequate controls are identified and implemented.	3.4 - Assist facilitation of employment opportunities.	Being achieved - WHS Committee action list followed up. Near misses reported and corrective actions where necessary to MANEX and WHS Committee. Being achieved - Risk Management Action Plans are being developed.
Council officers and people managers are skilled in their WHS and organisational risk knowledge.	Supervisors at all levels are trained in Risk Management. Risk Registers are developed by each Department.	5.4 - Ensure the retention and attraction of quality staff.	Being achieved – WHS committee reports are routinely forwarded to MANEX. Risk registers for review and passed on to relevant Managers for input and sign off. WHS provide quarterly update to MANEX meetings.
Hazard identification and risk elimination or controls implemented.	All WHS hazards, incidents and near misses are reported and investigated. 90% of correction actions implemented and closed out.	3.4 - Assist facilitation of employment opportunities.	Being achieved - corrective actions from reported hazards and incidents are being followed up, remedies actioned and incidents closed out.
Improve Council's WHS capability and commitment through leaders championing WHS issues.	Adoption of Council Safety Management Plans (CSMP). Ongoing WHS learning and development opportunities are provided to all employees.	3.4 - Assist facilitation of employment opportunities.	Being achieved - Safety Management Plan (CSMP). Being rolled out by Infrastructure Delivery business unit. Training in Due Diligence for executive level completed. Risk Management Training completed.
All new employees to attend Corporate Induction, including WHS.	Attend Corporate Induction within two months of commencing employment.	3.4 - Assist facilitation of employment opportunities.	Not achieved – Manager Human Resources to develop virtual induction program.

CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE: PRINCIPAL ACTIVITY - ROADS, BRIDGES, FOOTPATHS, CYCLEWAYS AND KERB AND GUTTERING

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement Roads Hierarchy Classification in strategic planning of forward road programs.	Review Road Hierarchy annually.	4.3 – Bitumen sealing all urban streets in towns.	Not achieved – Roads Hierarchy is under development.
Completion of annual capital works expenditure program in accordance with budget allocation.	Complete 90% of works program annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - capital works program is proceeding. Continued wet weather has caused significant damage to our road network. However, at this stage, we are working to deliver the Capital Works Expenditure Program through both day labour and contract works.
Complete the reconstruction of Grabine Road as part of the Growing Local Economies program.	Complete within budget allocation and project funding deadline.	4.13 - Transport link priority projects to State Parks including the Wombeyan Caves Road, Tablelands Way and Grabine Road reconstruction and upgrade to facilitate economic benefits to the region.	Being achieved – Construction works have been completed on the seal extension component of Grabine Road works. Construction of box culverts at Sandy Creek were completed early April 2023 with guardrail and line marking still to be completed.
Review footpath replacement program.	Complete within budget allocation.	4.9 - Develop new and upgrade existing footpaths and cycleway networks.	Being achieved - projects being completed include the Stronger Country Communities PAMP projects.

KPI	Performance Measure	Delivery Program Actions	Performance Status
Call and evaluate tenders for civil works contract plant and labour hire, and capital works projects.	To review tenders every two years.	4.1 - Improve local road and regional road transport networks.	Being achieved – Winning and Crushing Tender has been finalised. Heavy Patching/Minor Works Tender has been finalised. Bitumen Sealing specifications are currently being updated for quotation under Local Government Procurement. A Vegetation Control contract has been developed and is now in place.
Gravel resheeting programme submitted to and adopted by Council in June each year.	Resheet every road in a 30 year cycle.	4.1 - Improve local road and regional road transport networks.	Being achieved – Gravel re-sheeting program continues. Due to significant wet weather experienced over the last 2 years, works are constantly being reprioritised to ensure areas in most need receive works. One off additional funding for gravel works has been sourced through LRCI government grant funding program; however, existing recurrent funding is insufficient to improve the overall condition of the road network.
Prepare Asset Management Plans for Roads, Stormwater, Footpaths and Kerb and Guttering asset classes.	Complete by June 2023.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – Ten-year Capital and Maintenance Program is under development as a part of the Asset Management Planning.
Complete the replacement of 3 remaining timber bridges in accordance with Delivery Program.	Complete within budget allocation.	4.11 - Progressively replace timber bridges on local and regional roads.	Being achieved - Construction is been completed at Cooksvale Road/Peelwood Creek, Blue Hill Road/Burra Burra Creek projected completion date is Mid-April and projected completion date for Julong Road/ Crookwell River is June 2023.

<u>KPI</u>	Performance Measure	Delivery Program Actions	Performance Status
Complete the Tablelands Way MR256 road reconstruction and infrastructure improvement project as part of the Growing Local Economies program.	Complete within budget allocation and project deadline.	4.13 - Transport link priority projects to State Parks including the Wombeyan Caves Road, Tablelands Way and Grabine Road reconstruction and upgrade to facilitate economic benefits to the region.	Being achieved - Detailed design works are currently being finalised for Tablelands Way Road sections and Bridge at Curraweela. Construction tenders for Bridge replacement have closed and Council are going to enter into negotiations with the successful contractor. Construction to start mid-2023.
Regional road repair and pavement reconstruction program.	Complete within budget allocation and finalisation report completed.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – MR248E Laggan Road works under the grant funding has been completed and is currently in finalisation stage.

CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE: PRINCIPAL ACTIVITY - STORMWATER AND DRAINAGE

KPI	Performance Measure	Delivery Program Actions	Performance Status
Stormwater Levy for all towns to assist in funding capital works improvements in the Shire towns	Maintain an external restricted cash reserve.	4.10 - Upgrade stormwater and kerb and guttering in towns.	Being achieved – Works program is included in Operational Plan.
Creation of Floodplain Risk Management Study and Plans.	Implement projects outlined in the Plan.	4.12 - Flood Risk Management Plans created for Crookwell, Gunning, Taralga and Collector.	Being achieved - Final report for the project completed, awaiting advice on SES for the brochure.
Implement Stormwater Management Plan.	Implement Stormwater works outlined in Plan.	4.10 - Upgrade stormwater and kerb and guttering in towns.	Being achieved - Included in the public works program.

CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE: PRINCIPAL ACTIVITY - PUBLIC CONVENIENCES AND AMENITIES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Maintain public toilet facilities according to health requirements.	Weekly maintenance schedule undertaken.	4.4 - Develop town main street and CBD beautification programs.	Achieved.
Street cleaning and maintenance of towns' main streets.	Annual Program.	4.4 - Develop town main street and CBD beautification programs.	Being achieved - Town streetscape program has not been implemented. Cleaning and Maintenance is achieved by Delivery section when possible or urgent.

SP STRATEGIC PILLAR – OUR INFRASTRUCTURE:						
PRINCIPAL ACTIVITY - QUAR	PRINCIPAL ACTIVITY - QUARRIES AND GRAVEL PITS					
KPI	Performance Measure	Delivery Program Actions	Performance Status			
Prepare annual stocktake of gravel pits stock held and movements. Review quantity of gravel stock held for each gravel pit/quarry.	Complete by June each year.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved - Gravel stocktakes completed in 2021/2022. The next stocktake will be completed in June 2023.			
Maintain a gravel pit rehabilitation cash reserve in accordance with gravel restoration liability requirements.	Review cash reserve annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved.			
Review gravel royalty payment pricing model and internal charge rate and procedures.	Review and update gravel royalty payment annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – internal gravel charge currently being reviewed and updated.			
Erect signage as warning of potential hazard at quarries where Council have Quarry Management agreements.	Signage installed.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Signs erected. Quarry management plans are being reviewed/developed.			

Page 27

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CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE: PRINCIPAL ACTIVITY - PUBLIC CEMETERIES

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare Plans of Management for all Council controlled cemeteries.	Review every five years.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved - the land register and crown land identification process is not yet finalised. The crown land register is being reviewed.
Gunning cemetery expansion of existing site to cater for future requirements.	Negotiate land acquisition with surrounding land owner.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – land negotiations have stalled.
Columbarium construction program.	Review columbarium requirements each year.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – Columbarium in Dalton is complete. Columbarium constructed at Stonequarry Cemetery in Taralga and Crookwell has Columbarium.
Undertake cemetery maintenance activities according to the adopted works schedule.	Within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Due to significant wet weather experienced over the past 2 years maintenance activities according to annual program and budget allocation, are being prioritised.

CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE: PRINCIPAL ACTIVITY – HOUSING AND BUILDING MAINTENANCE

KPI	Performance Measure	Delivery Program Actions	Performance Status
Regular inspection of housing by independent management agent.	House inspections each year.	1.8 - Manage and upgrade Council's public buildings and community centres.	Being achieved – Real estate agent agreement still to be negotiated and implemented before annual inspections are carried out.
Regular inspection of Council buildings to inform building maintenance management program.	Annual inspection program.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Inspections are being carried out when onsite for reactive repair works and any issues identified are being logged and prioritised. Annual inspection program still to be developed.
Annual maintenance and repair program derived from inspections.	Repairs completed within 60 days of notification.	1.8 - Manage and upgrade Council's public buildings and community centres.	Being achieved - Repairs and maintenance works are completed within 60 days. Proactive maintenance program still to be developed.

CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE: PRINCIPAL ACTIVITY - ENGINEERING AND WORKS SUPERVISION

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implementation and review of Asset Management Plan. Complete Special Schedule. Annual asset inspection and condition reporting program.	Assets reporting in accordance with OLG requirements.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – special schedule completed by 30 June 2022 and included in the 2021/2022 Financial Statements.
Implement Statewide Mutual Public Liability audit verification requirements.	Complete annually within allocated deadline.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – Council management chose not to participate in the Continuous Improvement Program (CIP) for 2022.
Review Risk Management Assessment Plan and Risk Management Policy.	Review and update by June 2023.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – Internal Audit and Risk Management Policy adopted by Council on 15 July 2021. Not achieved – A review is pending of Risk Management Assessment Plan. Council to decide on resourcing of the new risk management legislative compliance requirements.
Review Council Underground Petroleum Storage (UPS) systems; including diesel and petrol bowsers.	Comply with EPA regulations.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – Council engaged Coffey's to undertake environmental investigation and completion.

CSP STRATEGIC PILLAR – OUR INFRASTRUCTURE: PRINCIPAL ACTIVITY - PLANT AND EQUIPMENT OPERATIONS

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare a plant and equipment 10 year forward plan.	Review and update annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Plant and Motor Vehicle Replacement Schedule has been prepared and reviewed annually.
Annual Plant Replacement schedule.	Replacement cost is within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - Plant replacements are proceeding in accordance with Plant Replacement Schedule in the Operational Plan. Delays in deliveries are being experienced due to supply chain issues.
Maintain a plant replacement cash reserve and achieve plant hire surplus each year.	Review annually adopted plant hire rates.	4.1 - Improve local road and regional road transport networks.	Achieved – Plant hire rates were reviewed and changes implemented.
Management of Council employee motor vehicle leaseback program.	Review annually.	4.1 - Improve local road and regional road transport networks.	Being achieved – Leaseback program and agreement reviewed regularly and new lease fees will commence in July 2023.

CSP STRATEGIC PILLAR – OUR CIVIC LEADERSHIP: PRINCIPAL ACTIVITY – GOVERNANCE

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement organisation structure in accordance with Local Government Act requirements.	Reviewed regularly and after local government election.	5.4 – Leadership and commitment to integrated planning and reporting.	Being achieved – report to December 2022 Council Meeting with updated Organisation Structure adopted by Council.
Council policy development and review. Reformat all Council policies into standard template.	Continual policy review and upgrade each year.	5.3 - Promote community engagement and involvement in decision making processes.	Being achieved – policy development and reviews undertaken each month, 2 policies have been reviewed and approved in 3 Quarter.
Council Meeting Business Paper creation and distribution.	Released one week prior to meeting date.	5.3 - Promote community engagement and involvement in decision making processes.	Achieved – Provision of iPads to Councillors, agenda distribution within required timeframes.
Complaint handling and service delivery.	Complete service requests within 15 business days.	5.4 – Leadership and commitment to integrated planning and reporting.	Being achieved – in accordance with Customer Service Charter.
Complete Council Annual Report.	Completed and sent to OLG by deadline each year.	5.3 - Promote community engagement and involvement in decision making processes.	Achieved – completed for 2021/2022 reported to October 2022 Council Meeting and OLG notified.
Compliance with Office of Local Government Circulars and compliance with legislative and statutory amendments.	Circulars to be reviewed monthly.	5.2 - Lobby other levels of Government for increased share of funding distribution.	Achieved – circulars complied with and placed before Council as required by the Office of Local Government.
Councillor training program.	Support and deliver professional development training.	5.4 – Leadership and commitment to integrated planning and reporting.	Being achieved – Councillor Induction program undertaken after 2021 LG election. Professional development for councillors has commenced. Code of Conduct and Effective Chairperson training completed December 2022.

CSP STRATEGIC PILLAR – OUR CIVIC LEADERSHIP: PRINCIPAL ACTIVITY - TOURISM PROMOTION AND BUSINESS

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement Upper Lachlan Destination Plan.	Review performance annually.	3.5 - Encourage and support viable local businesses.	Being achieved - implementing the Upper Lachlan Destination Action Plan. Supporting the local businesses through various activities.
Coordinate Council festivals and events.	Provide event summary to Council.	3.6 - Promote tourism opportunities and community events.	Being Achieved – Reconnecting Regional Grant – Community events program funding has enabled the following: - implemented Christmas activities and twilight market evident with lighting of the 15m Christmas tree. Crookwell Country Festival Weekend and headline entertainment free concert for Taralga Rodeo. Grant submissions made for two other major events for 2023/2024.
Presentation of tourism function statistics.	Present to Council quarterly.	3.6 - Promote tourism opportunities and community events.	Being achieved – Quarterly snapshots for Southern Tablelands & Upper Lachlan Shire Tourism statistics provided to Council through Destination NSW.
Implement Upper Lachlan Destination Marketing Plan.	Review actions each quarter.	3.5 - Encourage and support viable local businesses.	Being achieved – Visit NSW Trails campaign active, Caravanning Australia Spring Campaign Active, Tourism Meet & Greets every two months. Implementation of activities, events and business promotion.

Item: 13.1

<u>KPI</u>	Performance	Delivery Program Actions	Performance Status
	<u>Measure</u>		
Annually manage the tourism events and cultural activity grant funding programs.	Report on increased visitor spend.	3.6 - Promote tourism opportunities and community events.	Being achieved - the Cultural Funding Program and Events Funding program advertised and program to be delivered in 2023.
Prepare and distribute tourism publications; i.e. Destination Guide.	Distribution within program objectives.	3.6 - Promote tourism opportunities and community events.	Being achieved – new Destination Guide in planning for distribution May 2023. Industry and consumer newsletters and e-bulletins of What's On are distributed monthly. New branding underway for Visit Upper Lachlan.
Implement the Tablelands Destination Development Plan in conjunction with the Tablelands Councils, Destination Southern NSW, Destination NSW and Visit Canberra	Review actions each quarter.	3.6 - Promote tourism opportunities and community events.	Being achieved - CRJO Tablelands Councils signed a Southern Tablelands Co-ordination Agreement in January 2021 and are now implementing the Tablelands Destination Development Plan.
Manage fit out of the new Crookwell Visitor Information and Community Centre.	Opening of new facility in December 2022.	3.6 - Promote tourism opportunities and community events.	Not achieved - head contractor Lloyds Group has gone into Administration and has delayed the new VIC construction project.
Business activity of the State Road MR54 RMCC contract and work orders to retain Transport for NSW accreditation.	Generate profit in accordance with contract limits.	3.2 - Prudent financial management.	Being achieved - RMCC work completed in accordance with contract. Council has implemented new safety management system. RMCC contract signed and implemented. State Road MR54 work orders are ongoing by Council in accordance with Transport for NSW requirements.

CSP STRATEGIC PILLAR – OUR CIVIC LEADERSHIP: PRINCIPAL ACTIVITY - CARAVAN PARKS

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement Crookwell caravan park user charges.	Cost neutral facility.	3.5 - Encourage and support viable local businesses.	Achieved – minor profit by business unit in 2021/2022.
Implement Plans of Management for all Council controlled caravan parks and camping areas.	Review and update every 5 years.	3.3 - Encourage sustainable population growth and provision of associated infrastructure.	Being achieved - Plan of Management is to be developed for Crookwell Caravan Park & Tuena in 2023.
Provide improvements to Crookwell caravan park facilities.	Continue to promote facility and seek external grant funding.	3.3 - Encourage sustainable population growth and provision of associated infrastructure.	Being achieved - promotion of Caravan Park and Shire wide activities to promote visitation. Grant received for caravan park improvements for solar lighting installation and water/electricity system upgrades to the facility extended. Changes to RMS Park Management System, which will improve productivity and allow online bookings.
Tourism business unit manage day to day operations of Crookwell Caravan Park and implement and oversee improvements to caravan park.	Improvement of security and amenity at park.	3.6 - Promote tourism opportunities and community events.	Being achieved - changes made to booking system to increase efficiency. Security upgrades completed to improve overall visitor experience and security of park and ensure minimal loss of revenue through illegal use of site.

14 GENERAL MANAGER

The following items are submitted for consideration -

14.1	Review of Volunteers Policy	204
14.2	North Street Stormwater Easement	208

General Manager - 18 May 2023

ITEM 14.1 Review of Volunteers Policy

FILE REFERENCE 122/293

AUTHOR Director of Finance and Administration

ISSUE

Recommendation that Council adopt the reviewed Volunteers Policy.

RECOMMENDATION That -

1. Council adopts the Volunteers Policy.

BACKGROUND

Nil

REPORT

This report details the review of Council's Volunteers Policy. The Policy is attached with amendments highlighted in yellow for Council's review.

POLICY IMPACT

This is a review of an existing policy of Council.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the Volunteers Policy.

ATTACHMENTS

1. <u>↓</u>	Volunteers Policy - Date Adopted 18 May 2023- Resolution	Attachment
	XXX 23 - Review 2026	

POLICY:-	
Policy Title:	Volunteers Policy
File Reference:	F10/618-05
Date Policy was adopted by Council initially:	26 July 2007
Resolution Number:	222/07
Other Review Dates:	19 February 2009, 16 August 2012, 15 December 2016
Resolution Number:	46/09, 282/12, 358/16
Current Policy adopted by Council:	18 May 2023
Resolution Number:	XXX/23
Next Policy Review Date:	2026

PROCEDURES/GUIDELINES:-		
	Directorates/Teams are consulted in the	
developed:	creation of a Volunteers Procedure.	

RESPONSIBILITY:-	
Draft Policy developed by:	Director of Finance and Administration
Committee/s (if any) consulted in the development of this Policy:	N/A
Responsibility for implementation:	General Manager
Responsibility for review of Policy:	General Manager

Volunteers Policy Adopted: 18 May 2023

OBJECTIVE

Council may engage members of the community as volunteers to assist in providing services to the community.

POLICY STATEMENT

Activities undertaken by volunteers may benefit the community by complimenting, but not replacing, the services and programs facilitated by Council employees.

Council is committed to encouraging equitable access to services and facilities that meet the needs of the community and to recognise that volunteers contribute to the social, economic, environmental and cultural well-being of the community by:-

- Expanding the ability of the community to respond to the needs of the public by providing a broad range of community services and activities.
- Engaging the community in protecting local resources, improving the physical environment and support for environmental issues.
- Strengthening community cohesion, social wellbeing and trust.

Council recognises that volunteers from the community make a valuable contribution to a range of Council activities. They may be involved in, improving community-owned assets and services, caring for the environment or public contact roles for mutually beneficial activities. Volunteer positions will be developed in response to an identified need and are not paid for their services.

Volunteers are to maintain the standards of confidentiality, courtesy, customer service standards and compliance with Council's Code of Conduct, Work Health and Safety requirements, Volunteer Procedure and other relevant policies and procedures, as '*Council Officers*' abide by.

Council is committed to providing high quality services to all members of the community, including children. Safe access to such services is the right of all children and Council expects all employees and volunteers to respect this right. In line with the Council's Child Safety and Wellbeing Policy, people who volunteer their time in identified child related sectors may need to obtain a volunteer working with children check clearance prior to commencing volunteer work.

Councillors, staff, volunteers and contractors share the responsibility of awareness, prevention and responding to any suspected risk of significant harm of a child or young person in adherence to Children and Young Persons (Care and Protection) Act 1998.

Volunteer activities and programs conducted shall be developed and managed in accordance with Council's Volunteer Procedure. Volunteers will be approved by Council staff and inducted before undertaking duties. The rights and responsibilities of Council volunteers shall be contained within Council's Volunteer Procedure.

VARIATION

Council reserves the right to vary or revoke this policy.

<mark>V5 18.05.2023</mark>

Volunteers Policy Adopted: 18 May 2023

REFERENCE DOCUMENTS

The following legislation and Council policies that are relevant to this Policy include:

- Local Government Act 1993;
- Local Government (General) Regulation 2021;
- Anti-Discrimination Act 1977;
- Children and Young Persons (Care and Protection) Act 1998;
- Children's Guardian Act 2019;
- Child Protection (Working with Children) Act 2012 and 2013 Regulations;
- Crimes Act 1900;
- Disability Inclusion Act 2014;
- Equal Employment Opportunity Act 1987;
- Government Information (Public Access) Act 2009;
- Independent Commission against Corruption Act (ICAC) 1988;
- Library Act 1939;
- Privacy and Personal Information Protection Act 1998;
- Public Interest Disclosures Act 2022;
- State Records Act 1998;
- Work Health and Safety Act 2011 and 2017 Regulations;
- Workers Compensation Act 1987;
- Code of Conduct for Councilors, staff and delegates of Council;
- Code of Business Practice;
- Councillor and Staff Interaction Policy;
- Customer Service Charter;
- Section 355 Code of Meeting Practice;
- Section 355 Committee Policy;
- Volunteers Procedure;
- Government Information (Public Access) Policy;
- Bribes, Gifts and Benefits Policy;
- Child Safety and Wellbeing Policy;
- Complaints Policy and Procedure;
- Drug and Alcohol Policy;
- Digital Information Security Policy;
- Equal Employment Opportunity (EEO) Management Plan;
- First Aid Policy;
- Fraud and Corruption Prevention Policy;
- Grievance Policy;
- Harassment Policy;
- Injury Incident Management Procedures;
- Manual Handling Policy;
- Protective Clothing and Equipment Policy;
- Privacy Policy;
- Public Interest Disclosures Internal Reporting Policy;
- Smoking in the Workplace Policy;
- Work Health and Safety Policy.

V5 18.05.2023

General Manager - 18 May 2023

ITEM 14.2 North Street Stormwater Easement

FILE REFERENCE I23/136

AUTHOR Acting General Manager

ISSUE

The stormwater from the northern Crookwell stormwater system discharges into private property and it is proposed that the existing and potential future discharge locations be formalised through the registration of easements.

Access to the park between Gordon Road, Soudan Road and Wolseley Road is inaccessible during rain events due to the stormwater drain around this park and it is proposed that budget be allocated to install a culvert across the existing stormwater drain to provide access.

RECOMMENDATION That -

- 1. Council delegate the General Manager to allocate funds from developer contributions to negotiate and register easements for the existing and future stormwater discharges onto private property in the north Crookwell stormwater catchment.
- 2. Council delegate the General Manager to allocate funds from developer contributions for the construction of a stormwater culvert at Gordon Park, Crookwell.

BACKGROUND

Council recently completed minor stormwater upgrades in the vicinity of North Street in Crookwell which will improve drainage during small rain events. Upgrades to the stormwater system for larger storm events and for the entire catchment is not possible without significant additional grant funding. Should grant funding become available, this catchment will have to compete with other at flood prone priorities throughout the shire, as identified in the Flood Risk Management Plan which was adopted by Council in 2017.

REPORT

Several stormwater discharge outlets from this catchment into private property have been in place for generations but unfortunately these were never formalised with easements. It is deemed in the best interest of the property owner/s and Council that the existing and potential future discharge points are formalised through the negotiation and registration of easements. This will require a budget allocation for engagement of a registered surveyor and legal cost to formalise any agreement and to cover the registration of the easements. Depending on the negotiations it might include some form of compensation which will only become apparent through the

General Manager NORTH STREET STORMWATER EASEMENT cont'd

negotiation process. The total estimated cost could therefore vary depending on these variables. It is possible that negotiations might be stalled should demands exceed what Council is prepared to negotiate. It is proposed that the costs associated with the registration of the easements be funded from previously received developer contributions.

Residents in this north Crookwell catchment and in particular in the Soudan Road and Gordon Road area have over the last few months had conversations with the Mayor regarding their concerns about stormwater issues which have not been included in the scope of works in the North Street upgrade project. Residents were advised that Council's first priority is to secure the abovementioned easements because the nature of any proposed stormwater upgrade will depend on whether existing discharge points will be upgraded or new discharge points identified and secured.

Residents also noted that access to Gordon Park (between Gordon Road, Soudan Road and Wolseley Road) is inaccessible during rain events due to the stormwater drain around this park. Council staff have carried out a concept design of a culvert across this stormwater drain to allow Council's maintenance plant as well as the public access to the park during and after rain events. It is estimated that such a culvert can be constructed for \$30,000. It is proposed that this culvert be installed and funded from previously received developer contributions.

POLICY IMPACT

Nil

OPTIONS

Council may:

- support the initiative to negotiate and register easements for discharges onto private property;
- decide to keep the status quo with no formal agreements in place regarding the discharge of stormwater onto private property;
- support the allocation of developer contribution funds to install a culvert over the stormwater drain in Gordon Park; or
- decide not to support the installation of a culvert over the stormwater drain in Gordon Park.

FINANCIAL IMPACT OF RECOMMENDATIONS

It is estimated that installation of the culvert will be approximately \$30,000. The legal and survey cost associated with the registration of the easement is estimated at \$15,000 while potential compensation for the easements is impossible to predict at this stage.

RECOMMENDATION That -

1. Council delegate the General Manager to allocate funds from developer contributions to negotiate and register easements for the existing and future stormwater discharges onto private property in the north Crookwell stormwater catchment.

General Manager NORTH STREET STORMWATER EASEMENT cont'd

2. Council delegate the General Manager to allocate funds from developer contributions for the construction of a stormwater culvert at Gordon Park, Crookwell.

ATTACHMENTS

Nil

16 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

The following item is submitted for consideration -

16.1 Reports from Committees for the month of May 2023 212

Reports from Other Committees, Section 355 Committees and Delegates - 18 May 2023

ITEM 16.1

Reports from Committees for the month of May 2023

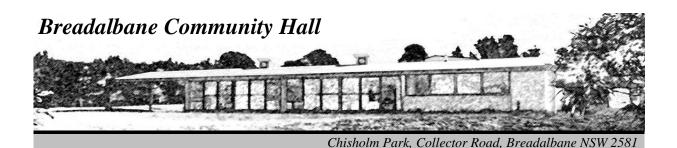
RECOMMENDATION:

That Item - Minutes of Committee/Information listed below be received:-

- 1. Breadalbane Hall Committee Minutes from meeting held 19 April 2023.
- 2. Crookwell Memorial Hall Committee Minutes from Annual General Meeting held 8 September 2022.
- 3. Crookwell Memorial Hall Committee Minutes from meeting held 8 September 2022.
- 4. Crookwell Memorial Hall Committee Minutes from meeting held 1 December 2022.
- 5. Crookwell Memorial Hall Committee Minutes from meeting held 23 February 2023.
- 6. Crookwell Memorial Hall Committee Minutes from meeting held 27 April 2023.
- Crookwell & District Arts Council Minutes from Annual General Meeting held 1 December 2022.
- 8. Crookwell & District Arts Council Minutes from meeting held 23 March 2023.
- Crookwell II Community Fund S355 Committee Minutes from meeting held 8 May 2023.

ATTACHMENTS

· · · · ·		1
1. <u>↓</u>	Breadalbane Hall Minutes 19th April 2023	Attachment
2. <u>↓</u>	Crookwell Memorial Hall Committee - Annual General Meeting -	Attachment
	8 September 2022	
3. <u>I</u>	Crookwell Memorial Hall Committee - Minutes from meeting	Attachment
	held 8 September 2022	
4. <u>I</u>	Crookwell Memorial Hall Committee - Minutes from meeting	Attachment
	held 1st December 2022	
5. <u>↓</u>	Crookwell Memorial Hall Committee - Minutes from meeting	Attachment
	held 23 February 2023	
6. <u>I</u>	Crookwell Memorial Hall Committee - Minutes from meeting	Attachment
	held 27 April, 2023	
7.	Crookwell & District Arts Council - Minutes from Annual General	Attachment
	Meeting held 1 December 2022	
8.	Crookwell & District Arts Council - Minutes from meeting held 23	Attachment
	March 2023	
9. <u></u>	Crookwell II Community Fund S355 Committee – Minutes from	Attachment
	meeting held 8 May 2023	



BREADALBANE HALL GENERAL MEETING Minutes of Meeting Sunday, 19th April, 2023 at 4.00 pm

PRESENT : John Searl, Sally McLean, Vanessa Edwards, Sally Hoskins, Sylvie Hayes, K. Ralley, R. Roberts **APOLOGIES** : Tony & Sue Morrison, Chrissie McLean, Rod & Jen Edwards, Marian Schumacher, Jan Weir, Libby Webster, Gayle White

MINUTES FROM LAST MEETING :

- Minutes from General meeting Sunday, 19 th March, 2023 received and endorsed unanimously

TREASURER'S REPORT

Chrissie unable to attend meeting – Sylvie reported on her behalf that no changes since last meeting on 19th March. As per following :

"Everyday account has \$12,716.59 of which \$8,08.20 is allocated to pay for supply and installation of new accessible doors; \$3,598.60 of discretionary funds remaining".

CORRESPONDENCE

- Veolia Mulwaree Trust : Sylvie reported that following application submitted by Gayle – we have been granted \$1,000. Further discussion required re allocation of the funds.

- Sylvie reported still to hear from Council re systems for payment of lawnmower expenses.

- Sylvie reported she receives many emails re various fundings available and that she will advise when one might suit the Hall.

GENERAL BUSINESS

1. Anzac Day - Tuesday, 25th April

- Programme: 8.00 am start of ceremony
- Working bee is 10.00 am, Monday, 24th April
- Invitations nearly ready
- Flag raising : Mary and Tony Hannan
- Rachel/Karen on gate
- Catering for up to 100
- Spare gas bottle Marion

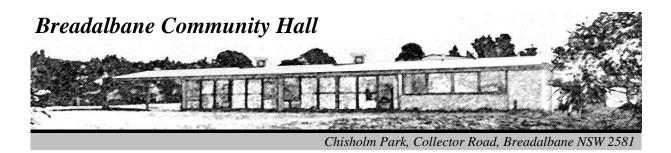
2. Soldier's Plaque :

- Completed and up on wall.

- Special thank you letter to be sent to Morris Graphics for their kind assistance with plaque - Sylvie

.../2

2022 Chair: Sally McLean p: 0408993966 2022 Treasurer: Christine McLean p: 02 4845 1323 2022 Hall Manager: Vanessa Edwards p: 02 4844 2285 2022 Deputy Chair: Gayle White p: 0425356481 2022 Secretary: Sally Hoskins p: 02 4848 0049



- 2 -

3. Lone Pine :

- Pine tree to be donated by Gunning District Landcare for planting late winter/early spring.

- Sally McLean to contact Paul Howard from Grabben Gullen re the design of their surrounds for their lone pine and the possibility of us doing similar.

4. Front Door :

- Sally M reported doors nearly finished being built and should be installed after Anzac Day.

5. History Group Update :

- Jan unable to attend but Sylvie reported training day date still be worked out.

6. New Vacuum/PA system grant :

- It was agreed to include the above two items in \$10,000 grant application Sylvie
- Sylvie to talk to David (Jan's brother) re ideas for what would be required for an outdoor PA system.

7. Future Fundraising :

- Sylvie to talk to Breadalbane School teacher re combined community fundraising ideas.
- Some ideas for later this year quiz/bingo or food theme night

- long Sunday lunch (maybe "Bring on Spring")

8. Potential Ideas for Community Use of Hall:

- Vanessa passed around a list to be sent around to community for comments re potential ideas for groups to meet at the Hall.

MEETING DATES 2022 :

Sunday 18th June – meeting Sunday 20th August- meeting Sunday 1st Oct - meeting Sunday 19th Nov – AGM and general meeting

2022 Chair: Sally McLean p: 0408993966 2022 Treasurer: Christine McLean p: 02 4845 1323 2022 Hall Manager: Vanessa Edwards p: 02 4844 2285 2022 Deputy Chair: Gayle White p: 0425356481 2022 Secretary: Sally Hoskins p: 02 4848 0049

Minutes of the Crookwell Memorial Hall Management Committee Annual General Meeting held on Thursday 8th September 2022

Present: Robert & Sandra Bill, Margaret Wheelwright, Ray McCurley, Amanda McCurley, Mandy McDonald, Jeanette Painter, Susan McIlroy and Wal Smart

Apologies: Brenda Proudman and Robert Huskinson

It was noted that Brenda Proudman and Robert Huskinson had resigned from the Committee.

It was moved by Margaret Wheelwright and seconded by Jeanette Painter that these resignations be accepted and the work of both Brenda and Robert over the many years they were members of the Committee be recognised with a letter of thanks. Carried

Minutes of the previous Annual General Meeting held on Thursday 14th October 2021 via Zoom were tabled. It was moved by Margaret Wheelwright and seconded by Mandy McDonald that the Minutes be accepted. Carried

REPORTS

Presidents Report

This year has gone quickly and was challenging with continued COVID restrictions. We have completed the kitchen with the knowledge and expertise of Josh Proudman and his capable employees. A new upright commercial fridge was purchased with the help of Rotary, CADS and Arts Council. We thank them very much for their contributions. We are looking for grants to help us replace all the old and outdated appliances together with the table and chairs. A couple of working bees were held to keep up with the ever-growing shrubs and weeds. Part of the driveway was gravelled to make it a safer place for those using the hall.

Bookings continue with many events – community Expo, CADS productions, and the Community markets have held one market day and are looking to hold more. The Karate group and dance classes continue weekly. Sadly, we accepted the resignation of our cleaner Rennee Deaver who will be greatly missed.

I would like to thank all Committee members for their help and support throughout the last year, without your help we could not keep things going like they should.

It was moved by Robert Bill and seconded by Mandy McDonald that the Presidents report be received. Carried

Treasurers Report

Treasurer Wal Smart tabled the account for the year 1 July 2021 to 30 June 2022. The opening balance was \$36,156.91 with income of \$20,447.21 and expenditure of \$53,559.35. The closing balance was \$4,044.77. There was a significant amount of maintenance, \$45,652.92 which was mainly the kitchen upgrade.

It was moved by Wal Smart and seconded by Ray McCurley that the Treasurers Report be received. Carried

Election of Office Bearers Mandy McDonald took the chair.

President – Robert Bill Secretary – Margaret Wheelwright Treasurer – Wal Smart

Committee Members Ray McCurley Amanda McCurley

Library – Susan McIlroy Arts Council Representative – Vacant Historical Society – Jeannette Painter Council Representative – Mandy McDonald

It was brought to our attention that the Council Representative can not also be the Arts Council Representative. A letter will be written to the Arts Council requesting a new member of their committee to represent them on the Hall Management Committee.

Meeting Closed 5.45 pm

Minutes of the Crookwell Memorial Hall Management Committee General Meeting held on Thursday 8th September 2022

Present: Robert & Sandra Bill, Margaret Wheelwright, Ray McCurley, Amanda McCurley, Mandy McDonald, Jeanette Painter, Susan McIlroy and Wal Smart

Apologies: Nil

Minutes of the previous meeting held on Thursday 26th May 2022 were tabled. It was moved by Margaret Wheelwright and seconded by Susan McIlroy. Carried

BUSINESS ARISING

- **Kitchen** The kitchen has now been completed. Sandra Bill will apply for a Violia Grant for upgrade of the kitchen appliances.
- Chair & Table replacement Sandra Bill has been researching in readiness for grant applications.
- Electricity ongoing by Robert Bill
- **Regravelling driveway** Susan McIlroy has reported the conditions to Council as a work and safety hazard. Mandy McDonald was going to follow the matter up with the Infrastructure Department of Council.
- Evacuation Notices Notices had been put up
- Working Bee a lot of work was achieved cleaning up the garden and area behind the library. Many thanks to those who attended,
- Hall Hire Agreement deferred to next meeting.

REPORTS

President - Robert Bill reported the monthly markets are booking the 1st Saturday of the month. CADS production is booked in November for three weekends and the Community Small Business Expo is happening in October.

Moved Robert Bill and seconded Amanda McCurley that the Presidents Report be accepted. Carried

Treasurer – There was an opening balance of \$4,044.77 at 1 July 2022 with income of \$21,156.92 and expenditure of \$12,997.75 leaving a closing balance at 8 September 2022 of \$10,399.32.

Moved Wal Smart and seconded Ray McCurley that the Treasurers Report be accepted. Carried

CORRESONDENCE: Nil

GENERAL BUSINESS

- Sandra Bill asked if a slow closure could be put on the glass doors. It was moved by Wal Smart and seconded by Sandra Bill that the cost and instillation of a closure be investigated. Carried
- Susan McIlroy had been asked by the Public School if they could hold their end of year function on Friday 2nd December in the hall at no charge. They will be advised that this would be acceptable if the hall is left in the required standard of cleanliness otherwise a cleaning fee would be payable.
- Susan McIlroy reported the trees on the Library side had been cut back and the gutters had been cleaned and the light switches in the foyer have been replaced.

Meeting closed 6.25pm

Minutes of the Crookwell Memorial Hall Management Committee General Meeting held on Thursday 1st December 2022

Present: Robert & Sandra Bill, Mandy McDonald, Ray and Amanda McCurley, Wal Smart Susan McIlroy and Margaret Wheelwright

Apology: Jeannette Painter

Minutes of the previous meeting held on Thursday 8th September 2022 were tabled. It was moved by Margret Wheelwright and seconded by Mandy McDonald. Carried

BUSINESS ARISING

- **Kitchen**: A donation has been received from the Violia Foundation for \$2000. This money is to purchase cooking pots and utensils for the kitchen. Sandra Bill and Margaret Wheelwright will undertake the purchases. It was also suggested an engraving tool be purchased to name all the articles.
- **Chairs and Tables**: Sandra Bill reported a quote for \$35000 had been received for the replacement of 250 chairs. Mandy suggested we contact Gunning Focus Group to see where they purchased their chairs. Sandra is still looking for tables and after some discussion it was decided to remain with the same rectangular shape.
- **Gravelling of driveway**: Nothing has been heard from Council regarding this matter to date. It was accepted by the Committee that the Council resources would be used elsewhere following the unseasonal wet weather. We will follow up at a later date.
- Electricity: Nothing to report to this meeting
- Hall Hire Agreement: The following fees and conditions were agreed upon:
 - \$300/day or night includes utility costs (heating/air-conditioning)
 - \$100/day or night full use of the kitchen

Casual Hire

- \$150 minimum of 4 hours
- \$50 casual hire for the use of the kitchen

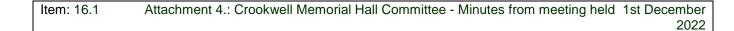
Bond

• A contract is to be signed and there will be a \$250 bond is payable on all booking. This bond is refunded if the hall and kitchen are returned cleaned as per the contract.

Robert Bill was to contact the regular users eg: Ballet and Karate to discuss their fees and to let them know there will be a rise in rates as at 1st July 2023.

REPORTS:

President: Robert Bill reported a big clean up had taken place outside. A person had approached Robert with regard to hiring the kitchen to cook on a commercial basis. As yet nothing has been decided. There are no bookings at present.



Treasurer: Wal Smart reported that on 1st July 2022 we had a balance of \$4044.77 and at 1st December 2022 our balance was \$10452.99 with our Term Deposit balance of \$10399.32.

Wal reported we have not yet received our Council grant for 2022-23.

It was moved by Wal Smart and seconded by Ray McCurley that the report be received. Carried

CORRESPONDENCE:

Incoming: letter from Violia Trust regarding their donation

GENERAL BUSINESS

- **Exit signs:** Sandra Bill reported an inspection was undertaken and we need to place Exit signs backstage. There needs to be one on the side exit doors and on the doors leading to the stairs from the dressing rooms. The Fire Blanket and sign needs to be hung,
- Arts Council: During the inspection regarding fire extinguishers and signage a table was found across the Exit door to the back exit in the Arts Council Rooms. This door must be left always cleared.
- First Aid Kit: A new one has been purchased,

Next Meeting 23rd February 2023

Minutes of the Crookwell Memorial Hall Management Committee General Meeting held on Thursday 23rd February 2023

Present: Robert and Sandra Bill, Ray McCurley, Wal Smart, Susan McIlroy, Jeanette Painter and Margaret Wheelwright

Apologies: Amanda McCurley, Mandy McDonald and Karen Harwood.

Minutes of the previous meeting held on Thursday 1st December 2022 were tabled. It was moved by Margaret Wheelwright and seconded by Ray McCurley that the minutes be accepted. Carried

BUSINESS ARISING

- **Kitchen:** Money from the Violia Foundation of \$2000 was banked on 1st December. Sandra and Margaret will make purchases.
- Gravelling of driveway: There is still nothing to report.
- Electricity: Nothing to report
- **Exit Signs:** The fires blankets have been installed and 4 exit signs for the dressing rooms need to be purchased. Ray will purchase and follow up with installation.
- Hall Hire Agreement: The new fee structure will come into place on 1st July 2023. Robert has spoken to the ballet teacher and Karate instructor. It was decided to have an hourly rate of \$25/hour for permanent bookings. This means the rates will be as follows:
 - \$300/day or night includes utility costs (heating/air-conditioning)
 - \$100/day or night full use of the kitchen

Casual Hire

- \$150 minimum of 4 hours
- \$50 casual hire for the use of the kitchen
- \$25/hour for permanent bookings

Bond

- A contract is to be signed and there will be a \$250 bond payable on all booking. This bond is refunded if the hall and kitchen are returned cleaned as per the contract.
- Chairs and Tables: Sandra reported that 200 Sebel chairs had been found in the eastern suburbs for \$4000 (\$20 each). They would need to be cleaned. It was moved by Ray McCurley and seconded by Jeanette Painter that we purchase the chairs. Carried

The was moved by Margaret Wheelwright and seconded by Ray McCurley that we contact the Gunning group regarding the purchase of our current chairs at \$20 each and that we keep 50 chairs for general use. Carried.

REPORTS:

President: Robert reported things had been quiet. Maintenance outside with the poisoning of weeds had taken place. The Historical Society shed should be started in the next couple of months. The hall is being used five nights a week at present and CADS are rehearsing.

Treasurer: Wal Smart tabled his report showing we had a balance of \$12,865.49 at 23rd February 2023. There was income of \$2,509.32 and expenditure of \$97.82. The term deposit balance is \$10,399.32. It was moved by Wal Smart and seconded by Ray McCurley that the treasurers report be received. Carried

Wal bought to the attention of the meeting that the Council allocation of \$15,000.00 to the committee had not been received since 2nd November 2021. It was moved by Wal Smart and seconded by Sandra Bill that a letter be written to the council regarding the matter. Carried

Wal Smart to look into the CADS and KAOS rates for next meeting.

GENERAL BUSINESS

- Garden around the shed: Sandra reported that there are woody weeds developing around the shed and they are now large and out of control. Robert and Ray will investigate the matter.
- **Men's Dressing Room:** there is one light that needs to be repaired. Ray will follow this up.
- **Toilets:** Susan McIlroy reported the ladies' toilets are not working properly. At the time of the meeting there was only one use. The matter had been reported to council. Ray reported there is a toilet in the men's toilets that will not stop running.

Council did pesticide and termite spraying outside and inside the library. The library will be closed from 20-30 March for refurbishing.

• **Sign outside hall:** Jeanette reported the sign outside the front of the hall was out of date for contact times and numbers. Sandra will follow this up.

Next Meeting: Thursday 27th April 2023 at 5.50pm in the Library

Minutes of the Crookwell Memorial Hall Management Committee General Meeting held on Thursday 27th April 2023

Present: Robert & Sandra Bill, Jeanette Painter, Mandy McDonald, Karen Harwood, Wal Smart, Susan McIlroy and Margaret Wheelwright

Apologies: Ray and Amanda McCurley

Minutes of the previous meeting held on Thursday 23rd February 2023 were tabled. It was moved by Margaret Wheelwright and seconded by Wal Smart that the minutes be accepted. Carried

BUSINESS ARISING:

- **Kitchen:** The money from Violia Foundation for kitchen items has yet to be spent. Margaret and Sandra will make purchases and report to next meeting.
- **Chairs:** The chairs we are purchasing from the eastern suburbs in Sydney are to be picked up during May. Robert Bill will follow up on this matter.
- **Gravelling of driveway:** This matter has been on our books since October 2021 when an email was sent to The General Manager and Mr. Lacey. In response to the email, we were informed that "the works coordinator would be in touch with Robert Bill to arrange an onsite inspection. Following the inspection arrangements for the repairs will be made as required." A meeting was held with Robert but up to the time of this meeting nothing has been done in regarding the gravelling. The area is a danger to those who walk through together with the users of the Senior Citizens facility which backs onto the driveway.
- **Electricity:** This is an ongoing matter that needs to be organized. The Art's Council and Historical Society have not been billed for power usage. Robert Bill will follow this matter up.
- Exit Signs: The below stage Exits Signs are now in place.
- **Toilets:** The Ladies toilets have been repaired. The water to the urinal in the Men's toilets in the hall has been turned off as it runs constantly and needs repairs.
- Outside Sign: Sandra Bill spoke with Studio 4 regarding a new sign for the outside of the hall. Information from the Arts Council and Historical Society needs to be gathered and sent to Studio 4.
- Hall Hire for CADS ,KAOS and permanent bookings: It was moved by Sandra Bill and seconded by Jeanette Painter that CADS and KAOS pay a flat rate of \$2,000 per year for us of the Hall. Carried

Permanent hall users are be advised that from 1st July 2023 the hire agreement would be at \$25 per hour. Letters will be sent to the people concerned.

CORRESPONDENCE:

Outgoing: Letter to ULSC regarding the Council annual allocation having not been received since 2021.

Incoming: A reply from ULSC thanking the Committee for bringing to their notice that the annual allocation had not been paid and notifying electronic payment had been made in March.

REPORTS:

President: Robert Bill reported a clean up at the back of the library had taken place and that the roses will be pruned in the coming months. Robert will also remove the boxes from the back of the library.

Treasurer: Wal Smart tabled a Treasurer's Report showing income of \$18,629.49 and expenditure of \$1,506.42 leaving a closing balance of \$27,577.06. The term deposit balance on 27th April 2023 is \$10,399.32.

It was moved by Wal Smart and seconded by Susan McIlroy that the Treasurer's Report be accepted. Carried.

GENERAL BUSINESS:

There was no General Business

Next Meeting will be the AGM on Thursday 24th August 2023 at 5.30pm

Meeting closed at 6.10pm

Crookwell & District Arts Council Minutes of the 2022 Annual General Meeting Held on December 1st, 2022

Karen Harwood opened the Meeting at 5.05pm.

PRESENT:

Karen Harwood, Jane McCracken, Jeremy Goodman, Caroline Greig, Margie Carr, Ann Goodman Jeffrey Vaughn, Lesley Gartrell, Gay Smith, Margaret Wonson, Bardie Carter, Mandy McDonald, Susie Rescei.

APOLOGIES:

Christine Crimmins, Kirsten Jeffcoat, Bev Seaman, Jenny & Tim McCarthy

MINUTES OF THE PREVIOUS AGM:

The Minutes were accepted as a true record of the AGM. (Moved Margie Carr, sec. Ann Goodman.)

CHAIRPERSONS REPORT:

Karen Harwood read aloud her Annual Report.

TREASURERS REPORT:

Jane McCracken tabled the audited financial statements from ULSC, copy attached. The report was accepted. (Moved Ann Goodman, sec. Margaret Wonson) -2-

ELECTION OF OFFICERS:

The Chairperson stood aside and the returning officer declared that all poitions were open, and the following were duly elected;

Chairperson.

Ann Goodman nominated **Karen Harwood**, Sec. Jane McCracken. Unopposed, the meeting voted unanimously for.

Treasurer.

Margie Carr nominated **Jane McCracken**, Sec. Margaret Wonson. Unopposed, the meeting voted unanimously for.

Secretary.

Margie Carr nominated **Jeremy Goodman**, Sec. Jane McCracken. Unopposed, the meeting voted unanimously for.

Publicity Officer / Website Manager.

Jeremy Goodman nominated **Caroline Greig**, Sec. Bardie Carter. Unopposed, the meeting voted unanimously for.

Acquisition Committee.

Jeremy Goodman nominated **Jane McCracken**, **Mandy McDonald**, **Margie Carr**. Sec. Caroline Greig. Unopposed, the meeting voted unanimously for.

Hanging Committee.

Caroline Greig nominated **Jeremy Goodman**, **Margie Carr**, **Jane McCracken**, **Margot Luntungan** and **Karen Harwood**, Sec. Ann Goodman. Unopposed, the meeting voted unanimously for.

Hall Representative.

Jeremy Goodman nominated **Karen Harwood**, Sec. Jane McCracken. Unopposed, the meeting voted unanimously for.

At the conclusion of the election of officers the committee welcomed new committee members Margot Luntungan and Caroline Greig, and thanked Caroline for volunteering to include website management in her role.

-3-

There being no further business Karen Harwood closed the meeting at 5.25pm.

.....

Karen Harwood (Chairperson)

.....

Jane McCracken (Treasurer)

.....

Jeremy Goodman (Secretary)

CROOKWELL & DISTRICT ART GALLERY

MINUTES OF MEETING HELD ON 23RD MARCH 2023

Jane McCracken (in absence of President) opened meeting at 4.33pm

PRESENT:

M Carr, B Carter, L Gartrell, J McCarthy, J McCracken, S Recsei, G Smith, M Wonson

APOLOGIES:

3

S Bell, J Goodman, A Goodman, C Greig, M Luntungan, M McDonald, B Seaman

MINUTES OF PREVIOUS MEETING

Jane McCracken read the previous meeting minutes. Barbara Carter requested that she be noted as an apology. Minutes were then accepted as a true record of the meeting. (Moved Lesley Gartrell, seconded Jenny McCarthy)

CORRESPONDENCE

Nil incoming or outgoing

TREASURER'S REPORT

Jane McCracken tabled the report showing an opening balance of \$4,946.87 with expenses of \$600.00 leaving a closing balance of \$4,346.87.

Caroline Lidden's painting "Dazzle" at \$600.00 in the recent "From The Studio" exhibition was purchased for the Gallery's collection and the meeting was shown the work.

The Treasurer's report was accepted and payment approved. Moved Margaret Wonson, seconded Marg Carr)

2023 GALLERY SHOW PROGRAMME

Art off the Wall	Jane advised the meeting that Easter was too close to hold this exhibition and another date to be agreed.
Masquerade Masks	Lesley enquired on progress and it was agreed that masks needed to be acquired and advertising proceed forthwith. Lesley suggested that a mini meeting should be held within 2 weeks to progress this.
OTHER BUSINESS	

Gallery Chairs Jane advised the meeting that the Library had donated 5 upholstered chairs to the Gallery.

"From The Studio" E	Exhibition Lesley Gartrell informed the meeting that \$315 from door entry donations had been raised for the Crookwell Kindness Project.
Public Toilets	Lesley stated it was embarrassing that the toilets were unavailable for Gallery visitors and asked that requests be made to Council or Hall Committee for access when exhibitions are held.
Gallery Lighting	Lesley advised that one of the track light bulbs was blown and also asked could additional lights be fitted to the track.
Visiting Exhibitions	Barbara Carter suggested that enquiries be made to various institutions whether the Gallery could stage visiting exhibitions.
Square Reader	Jane advised the meeting that a Square Reader device costing \$38.00 had been bought to facilitate credit card payments at future exhibitions.

There being no further business, Jane McCracken closed the meeting at 4.56pm.

MINUTES OF THE 2023/2024 CROOKWELL II WIND FARM COMMUNITY FUND SEC 355 COMMUNITY COMMITTEE MEETING HELD ON MONDAY 8 MAY 2023 AT 2.00PM

PRESENT:Ms Alex Waldron (Acting General Manager, Upper Lachlan Shire
Council) – Chair
Clr Pamela Kensit (Mayor, Upper Lachlan Shire Council)
Ms Katrina Nixon (Community Representative)
Mr Paul Seary (Community Representative)
Ms Kirsty Levings (Stakeholder and Compliance Manager, Global
Power Generation)
Mr Graham Young (Site Manager, Crookwell II Wind Farm, Global
Power Generation)

NON-VOTING: Ms Jane Ramsay (Executive Assistant, Environment and Planning)

1. WELCOME

The Acting General Manager opened the meeting at 2.10pm and welcomed those present.

2. APOLOGIES

Nil.

3. DECLARATIONS OF INTEREST

Nil.

4. PRIORITISATION OF PROJECT SUBMISSIONS FOR 2023/2024 – FUNDING \$175,375.00

4.1 RECOMMENDED: The projects listed below be awarded funds as follows:

Moved: Alex Waldron

Seconded: Pamela Kensit

	PROJECT	AMOUNT
1	Cotta Walla/Pejar Rural Fire Brigade	\$25,003.00
	Solar Power Enhancement	
2	Binda Public School	\$8,116.95
	Fencing the Bush Block	
3	Grabben Gullen Hall & Recreation Reserve Land	\$28,738.05
	Manager	
	Grabben Gullen Hall Kitchen Upgrade	
	TOTAL	\$61,858.00

MINUTES OF THE 2023/2024 CROOKWELL II WIND FARM COMMUNITY FUND SEC 355 COMMUNITY COMMITTEE MEETING HELD ON MONDAY 8 MAY 2023 AT 2.00PM

The Committee did not support the funding application submitted by the Goulburn Crookwell Heritage Railway Inc. at this point in time. Feedback to the organisation will be provided.

5. GENERAL BUSINESS

The unallocated funds of the 2023/2024 funding round (\$113,517.00) are to be rolled over to the 2024/2025 funding round.

Crookwell District Tennis Association

As a result of the Committee's 2022/2023 meeting decision to consider awarding an additional amount of up to \$90,000.00 to the Association for maintenance and improvements at the Crookwell Tennis Courts, the Committee considered and accepted the updated scope of works and accompanying quotes to the value of \$82,303.00. Funding had been set aside from the 2022/2023 funding round. The balance of \$7,697.00 is to be rolled over to the 2024/2025 funding round.

The meeting closed at 2.55pm.

17 NOTICES OF MOTION

The following item is submitted for consideration -

17.1Notice of Motion Regional Youth Network Funding232

ITEM 17.1 Notice of Motion Regional Youth Network Funding

I, Councillor Jo Marshall hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

"I Jo Marshall I take this opportunity to move the Motion that the residual amount of \$2152.83 from the Office of Regional Youth, Regional Youth Network funding for RUOK be transferred to Crookwell High Student Representative Committee for relevant future initiative"

BACKGROUND

At the October 2022 Council meeting a motion was put at the request of the High School to utilise the residual money towards a Buddy Bench as part of a "mindfulness garden". Since then the Crookwell High School has been able to secure funds for several playground items and chairs from the Department of Education. The Student Representative Committee asked if the money could be redirected towards 12 bins, 2 for each year group. These bins are a school recycling project for cans and bottles. The bins can hold 100 items each and will be taken down to the IGA recycle to cash into individual year group accounts by the Student Support Officer James Crocker. The money raised will be divided 50% to their nominated charity, and 50% to an end of year event.

The School has found this Tuggeranong based bin company. Made local with some Australian made products:

- Steel framed Nylon UV safe coating
- Available in two convenient sizes 900mm & 600mm
- Each storage bin is 44cm in diameter.
- UV Stabilized base and Lid.
- Spill free base protects your flooring/decking.
- Large 900mm storage bins hold 160 cans and medium 90-100 cans/bottles.
- Lids are removable for convenience to empty.
- Large 900 one for \$55 or two for \$100
- Medium 600 one for \$40 or two for \$70

Local pickup Tuggeranong, ACT

This will come to a total of \$600 + fuel etc.

It is then suggested that the residual be allocated towards future projects and relevant initiatives that will benefit the Crookwell High School Student Representative Committee.

Notices of Motion NOTICE OF MOTION REGIONAL YOUTH NETWORK FUNDING cont'd

GENERAL MANAGER'S COMMENT

An invoice for \$5000 was raised under 'South East Youth Mental Health Awareness Event R U OK Day – Yass, Queanbeyan, Upper Lachlan' with allocation made to Upper Lachlan Shire Council LGA in the Financial Year 2022/2023.

This was received on 28 September 2022.

In October 2022 Clr Jo Marshall provided documentation following The Crookwell High School R U OK event. An amount of \$2847.17 had been spent from the \$5000 as referred to above.

The proposed reallocation of \$2,152.83 held within Council reserve to Crookwell High School Student Representative Committee is supported subject to funding guidelines.

In order for Council to transfer these funds, Council would need to receive a written request including an invoice from Crookwell High School.

ATTACHMENTS

18 QUESTIONS WITH NOTICE

The following items are submitted for consideration -

18.1	Black Spot Road Funding	236
18.2	Mobile Black Spot Funding	237
18.3	Mayoral Discetionary Fund 2022	238

ITEM 18.1Black Spot Road FundingAUTHORCouncillor Jo Marshall

From CIr Jo Marshall

I Cr Jo Marshall ask the Acting General Manager, for the locations that the Council will be applying for funding for repair under the Black Spot Road Funding program.

Comments from Acting General Manager

Council intends to submit an application to this fund, which is open until 31 July 2023, however roads that qualify for this fund are still being assessed.

To qualify for funding, roads must meet a strict criteria including:

- 3 casualty crashes in 5 years (discrete lengths <3km long)
- 0.2 casualty crashes/km/year (lengths 3km or longer)

ATTACHMENTS

ITEM 18.2Mobile Black Spot FundingAUTHORCouncillor Jo Marshall

From CIr Jo Marshall

I Cr Jo Marshall ask the Acting General Manager, for the locations that the Council will be applying for towers under the Mobile Black Spot Funding Program.

Comments from Acting General Manager

The current Mobile Black Spot funding is not available to Council's but to Communications providers.

Council will continue to advocate for better connectivity for the Upper Lachlan Shire. It has been indicated that a future grant may become available that Councils can apply for and if eligible, Council will apply for funding for the Curraweela/Bannaby region as it has been highlighted by recent events that this would be hugely beneficial to the residents of that area.

ATTACHMENTS

ITEM 18.3 Mayoral Discetionary Fund 2022

AUTHOR Councillor Jo Marshall

From CIr Jo Marshall

I Cr Jo Marshall ask the Mayor, to please provide disclosure of the allocation of the funds from the Mayoral Discretionary fund for the 2022 year.

Comments from Mayor

There is no discretionary Mayoral Fund however the Mayoral delegations allows expenditure in emergencies.

ATTACHMENTS