
Information Only - 16 July 2020

ITEM 10.1 **Development Statistics for the month of June 2020**

FILE REFERENCE **I20/285**

AUTHOR **Director of Environment and Planning**

ISSUE

Providing Council with a brief summary of the development control activities that have occurred in the month of June 2020.

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 month of June 2020.

REPORT

The following table outlines the type and value of new development.

Statistics by Development Type								
Current Year					Last year			
DA Type	June 2020		Year to Date 1/7/19 to 30/06/20		June 2019		Year to Date 1/7/2018 to 30/6/2019	
	Count	\$Value	Count	\$Value	Count	\$Value	Count	\$Value
Commercial	0	0	3	\$50,000	0	\$0	7	\$3,276,000
Residential	3	\$990,000	88	\$21,816,187	8	\$1,628,365	105	\$21,102,728
Industrial	0	0	2	\$951,000	1	\$12,000	1	\$12,000
Other	1	0	20	\$1,945,500	2	\$49,400	17	\$730,850
Total	4	\$990,000	103	\$25,752,723	11	\$1,689,765	130	\$25,121,578
Subdivision								
Type	Count	Lots	Count	Lots	Count	Lots	Count	Lots
Residential	0	0	6	22	0	0	2	51
Rural Residential	1	2	4	9	0	0	2	3
Commercial	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JUNE 2020 cont'd**

Boundary Adjustment	0	0	0	0	0	0	1	0
Strata	0	0	0	0	0	0	0	0
Agricultural	0	0	1	3	0	0	8	19
Modification /Other	0	0	3	15	0	0	2	3
Total	1	2	14	49	0	0	15	76

1. Development Applications

Determinations issued 1 June to 30 June 2020 are summarised in the following table:

Determinations Issued between 1 June to 30 June 2020		
DA No.	Proposal	Property
73/2010 - modification	Dwelling	Kangaloolah Rd, BINDA Lot 117 DP 753012
8/2014 - modification	Garage	14 Tait Street CROOKWELL Lot 105 DP 1111842
125/2018 – modification	Subdivision	3 Wombat Street GUNNING Lot 30 Sec 2 DP 758493
47/2019 - modification	Shed	25 St Stephens Road WAYO Lot 4 DP 1101272
70/2019 - modification	Education Establishment	Wade Street CROOKWELL Lot 2 DP 531828, Lot 2 Sec 22 DP 758308 & Lot 3 Sec 2 DP 758308
100/2019	Subdivision	689 Woodhouselee Rd, WOODHOUSELEE Lot 2 DP 803179
18/2020	Dwelling & Shed	43 Povey Place, BREADALBANE Lot 6 DP 1205245
32/2020	Transportable Dwelling	6 Lark Close, COLLECTOR Lot 107 DP 1258213
46/2020	Dwelling Additions and Alterations	50 Wade Street CROOKWELL Lot 1 DP 302659
20/2019 - modification	Dwelling	191 Greenridge Road, CURRAWEELEA Lot 3 DP 1221640

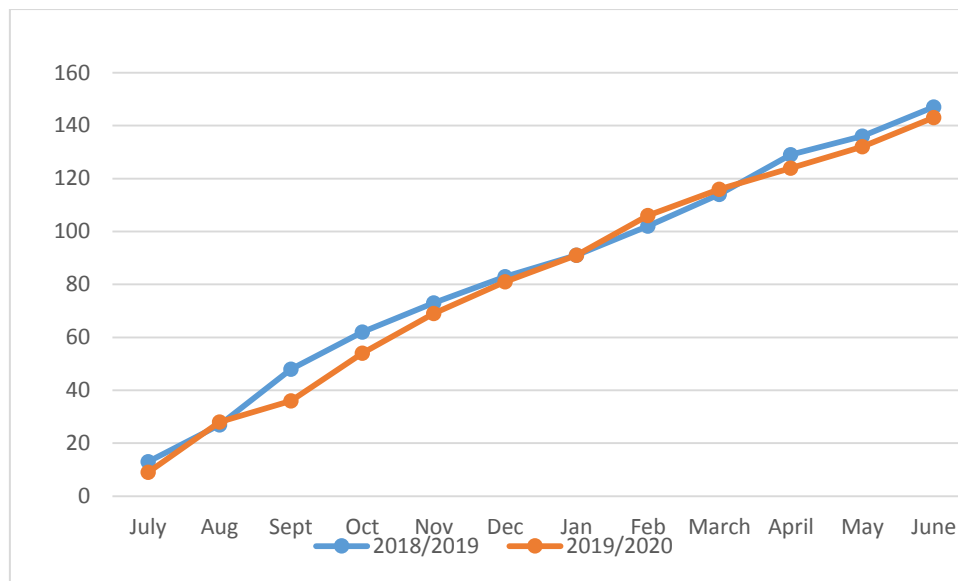
The current level of development activity being assessed is summarised below:

DAs under assessment	DA modifications under assessment	DAs received June 2020	DA modifications received June 2020	DAs determined June 2020	DA modifications determined June 2020
32	4	11	0	4	6

The average determination processing time is for the month of June was 87 days.

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JUNE 2020 cont'd**

The level of development applications received is detailed in the following graph.



The Development Applications outstanding as of 30 June 2020 are summarised in the following table:

Development Applications Outstanding on June 2020 (In order of date submitted to Council)				
DA No.	Date Rec	Proposal	Property	Reason
23/2018	26/2/2018	Dwelling	Gundaroo Rd, BELLMOUNT FOREST - Lot 1 DP 754573, Lot 148 & 197 DP 754113	Awaiting Additional Information
187/2004 (Mod)	1/10/2019	Subdivision	233 Holloways Rd, TARLO Lot 1 DP 1152061	Awaiting Additional Information
108/2019	20/11/2019	Community Event	1 Brennan St, COLLECTOR Lot 11 DP 1046757	Awaiting Additional Information
118/2019	10/12/2019	Swimming Pool	Kangaloolah Rd, BINDA Lot 117 DP 753012	Under Assessment
107/2015 (Mod)	10/12/2019	Alterations & Additions	Cullerin Rd, GUNNING Lot 2 & 3 DP 743172	Under Assessment
9/2020	30/1/2020	Dwelling	2 Yass St, GUNNING Lot 4 DP 878504	Awaiting Additional Information
12/2020	11/2/2020	9 Lot Subdivision	76 Brooklands St, CROOKWELL Lot 1 DP 620456	Under Assessment
15/2020	19/2/2020	2 Lot Subdivision	Macarthur St, TARALGA Lot 4 DP 569885	Awaiting Infrastructure Comments

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JUNE 2020 cont'd**

Development Applications Outstanding on June 2020 (In order of date submitted to Council)				
DA No.	Date Rec	Proposal	Property	Reason
28/2020	20/3/2020	Dwelling	Orchard St, TARALGA Lot 2 DP 730685	Awaiting Infrastructure Comments
161/2006 (Mod)	23/3/2020	11 Lot Subdivision	Middle Arm Rd, MIDDLE ARM - Lot 182, 183 & 146 DP 750051 Lot 2 DP 532757 Lot 4 DP 532758	Awaiting Additional Information
33/2020	14/04/2020	Dwelling Additions and Alterations	3981 Taralga Road, TARALGA Lot 1 DP 1180518	Awaiting Additional Information
35/2020	22/04/2020	Additions and Alterations to Service Station	56 Yass Street, GUNNING Lot 1 DP 214923	Awaiting Additional Information
98/2019 (mod)	24/04/2020	3 Lot Subdivision	Wheeo Road, GRABBEN GULLEN Lot 2 DP 203470	Awaiting Additional Information
37/2020	29/04/2020	Dwelling Additions and Alterations	67 Wade Street, CROOKWELL Lot 2 DP 236804	Awaiting Additional Information
39/2020	12/05/2020	Deck	25 Saxby Street GUNNING Lot B DP 403622	Under Assessment
40/2020	15/05/2020	Dwelling	14 Dalton Road GUNNING Lot 2 DP 1034956	Awaiting Infrastructure Comments
41/2020	19/05/2020	2 Lot Subdivision	265 Laggan Road LAGGAN Lot 1 DP 136732 & Lot 2 DP 186334	Awaiting Additional Information
42/2020	20/05/2020	Retail business	9 Murray Street COLLECTOR Lot 3 Sec 3 DP 995869	Under Assessment
43/2020	20/05/2020	Decommissi on existing dwelling and erection of new dwelling	459 Blakney Creek North Road, BLAKNEY CREEK Lot 233 DP 754125	Under Assessment
44/200	27/05/2020	Garage & Carport	52 Grovenor Street GUNNING Lot 31 DP 862289	Under Assessment

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JUNE 2020 cont'd**

Development Applications Outstanding on June 2020 (In order of date submitted to Council)				
DA No.	Date Rec	Proposal	Property	Reason
45/2020	28/05/2020	Garage	12 McIntosh Road CROOKWELL Lot 8 DP 1217974	Awaiting Additional Information
47/2020	4/06/2020	Dwelling Additions & Alterations & Shed	31 Kialla Road, CROOKWELL Lot D DP 420915	Under Assessment
48/2020	9/06/2020	Second dwelling, dwelling additions, pool & Deck	87 Breadalbane Road COLLECTOR Lot 150 DP 750008	Under Assessment
49/2020	12/06/2020	Dwelling	Hall Crescent CROOKWELL Lot 50 DP 250695	Under Assessment
50/2020	12/06/2020	22 Lot Subdivision - Staged	93 Wade Street CROOKWELL Lot 1 DP 526480 Lot 5 DP 540808	Notification
51/2020	16/06/2020	Station Extension	Nelangalo Street GUNNING Lot 1 DP843551 Lot 4 DP 843551	Under Assessment
52/2020	17/06/2020	Dwelling Additions & Alterations	76 Lerida North Road CULLERIN Lot 218 DP 750031	Under Assessment
53/2020	22/06/2020	Commercial – Garden Centre	Lot A DP 33097 163 Goulburn Street CROOKWELL	Under Assessment
54/2020	30/06/2020	Dwelling	232 Carrabungla Road ROSLYN Lot 1 DP 1163257	Under Assessment
55/2020	30/06/2020	Shed	75 Cowper Street CROOKWELL Lot A DP 308127	Under Assessment
56/2020	30/06/2020	6 Lot Subdivision	Hailstone Street BIGGA Lot 1 DP 1003429	Under Assessment
57/2020	30/06/2020	Garage & Carport	4 Rose Street GRABBEN GULLEN Lot 7 Sec 6 DP 758469	Under Assessment

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JUNE 2020 cont'd****2. Construction Certificates**

Construction Certificates Issued between 1 June to 30 June 2020		
CC No.	Proposal	Property
35/2020	Dwelling	23 Graham Crescent, Crookwell Lot 25 DP 1253454
39/2020	Commercial Use	6 Anderson Road Crookwell Lot 2 DP 504589
42/2020	Garage	7 Surrey Street Collector Lot 4 DP 1251680

Approved by Council	
June 2020	Year to date
3	72

3. Occupation Certificates

Occupation Certificates Issued between 1 June to 30 June 2020		
OC No.	Proposal	Property
33/2020	Dwelling	1762 Towrang Road, Greenwich Park Lot 22 DP 1095649
34/2020	Shed	7 Brennan Street Collector Lot 2 DP 858276
35/2020	Wall & Fence	1678 Brayton Road Marulan Lot 102 DP740019
36/2020	Roof extension	1678 Brayton Road Marulan Lot 102 DP740019
38/2020	Dwelling	1556 Laggan Taralga Road Laggan Lot 5 DP 1184269

Approved by Council	
June 2020	Year to date
5	46

4. Subdivision Certificates

Subdivision Certificates Issued between 1 June to 30 June 2020		
SC No.	Proposal	Property
4/2020	Subdivision	Lot B DP 321654 & Lot 40 DP 750005

Approved by Council	
June 2020	Year to date
1	15

5. Planning Certificates

The number of Planning Certificates issued this financial year is detailed below.

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JUNE 2020 cont'd**

Year	Number of Certificates Issued
1 July 2008 to 30 June 2009	383
1 July 2009 to 30 June 2010	464
1 July 2010 to 31 June 2011	535
1 July 2011 to 30 June 2012	426
1 July 2012 to 30 June 2013	408
1 July 2013 to 30 June 2014	457
1 July 2014 to 30 June 2015	426
1 July 2015 to 30 June 2016	481
1 July 2016 to 30 June 2017	461
1 July 2017 to 30 June 2018	452
1 July 2018 to 30 June 2019	347
1 July 2019 to 30 June 2020	442

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 16 July 2020

ITEM 10.2 Monthly Biosecurity Activities Report

FILE REFERENCE I20/283

AUTHOR Manager of Regulatory and Biosecurity Services

ISSUE

Providing Council with a summary of weed control activities undertaken throughout the Upper Lachlan Shire Council operational area.

RECOMMENDATION That -

1. Council receives and notes the report as information.

REPORT

The month of June has seen a reduction in property inspections due to staff illness, with thirty two (32) being conducted during the reporting period. In addition to property inspections, roadside weed treatment has also continued with large detections of Chilean Needle grass in the Southern areas of the shire. Council's Gunning based Biosecurity Officer continues to undertake measures to contain the infestation.

Biosecurity Officers will continue to provide educational support as a priority to assist property owners adhering to their Biosecurity duty.

Inspections:

Weed	Parish	Road or Street	Date	Action	Degree
ST,BB	Collector	Baxters Lane	01/06/20	Re-Inspec	1
ST,ALG	Mutmutbilly	Cullerin Road	02/06/20	Routine	1,1
ST,ALG	Mutmutbilly	Cullerin Road	02/06/20	Routine	1,1
-	Mutmutbilly	Parkesbourne	02/06/20	Routine	-
ST,CNG	Mutmutbilly	Mutmutbilly Rd	03/06/20	Routine	1,1
ST	Mutmutbilly	Mullins Creek Rd	03/06/20	Routine	1
-	Mutmutbilly	Mutmutbilly Rd	03/06/20	Routine	-
ST,BB,C	Mutmutbilly	Mullins Creek Rd	04/06/20	Routine	1,1,1
ST,BB	Gurrundah	Gurrundah Rd	04/06/20	Routine	1,1
-	Gurrundah	Gurrundah Rd	05/06/20	Routine	-
-	Gurrundah	Gurrundah Rd	05/06/20	Routine	-
-	Gurrundah	Gurrundah Rd	05/06/20	Routine	-
-	Gurrundah	Gurrundah Rd	05/06/20	Routine	-
-	Gurrundah	Gurrundah Rd	05/06/20	Routine	-
-	Gurrundah	Gurrundah Rd	05/06/20	Routine	-
ST	Gurrundah	Sandy Creek Rd	05/06/20	Routine	1
ST	Gurrundah	Gurrundah Rd	09/06/20	Notified	1

Information Only

MONTHLY BIOSECURITY ACTIVITIES REPORT cont'd

BB	Gurrundah	Gurrundah Rd	09/06/20	Routine	1
-	Gurrundah	Gurrundah Rd	09/06/20	Routine	-
ST	Gurrundah	Sandy Creek Rd	09/06/20	Routine	1
-	Gurrundah	Mullins Creek Rd	10/06/20	Routine	-
-	Gurrundah	Gurrundah Rd	10/06/20	Routine	-
BB	Gurrundah	Mullins Creek Rd	10/06/20	Routine	1
BB,ST	Gurrundah	Mullins Creek Rd	11/06/20	Notified	2,1
ST	Mutmutbilly	Mullins Creek Rd	11/06/20	Routine	1
-	Mutmutbilly	Mullins Creek Rd	11/06/20	Routine	-
BB	Milbang	Breadalbane Road	15/06/20	Re-Inspec	1
ST	Mutmutbilly	Mullins Creek Rd	16/06/20	Routine	1
ST	Mutmutbilly	Mullins Creek Rd	16/06/20	Routine	1
-	Gurrundah	Mullins Creek Rd	18/06/20	Routine	-
-	Gurrundah	Mullins Creek Rd	18/06/20	Routine	-
-	Gurrundah	Mullins creek Rd	22/06/20	Routine	-



Key for Weed Abbreviations

Weed ID Weed Identification

S/T Serrated Tussock

PC Paterson's Curse

EB English Broom

Go Gorse

BB Blackberry

Nth Nodding Thistle

FW Fireweed

CG Coolatai Grass

SJW St John's Wort

CNG Chilean Needle Grass

ALG African Lovegrass

Information Only

MONTHLY BIOSECURITY ACTIVITIES REPORT cont'd

Key for Degree of Infestations

1. *Scattered Plants*
2. *Scattered Plants with Isolated Patches*
3. *Dense Infestations*

Key for Actions of Inspections

Routine – an inspection where the landowner has either provided adequate information or conducted adequate control work to fulfil their obligations to control weed infestations on their land.

Notified – an inspection where landowners are notified either verbally or by letter that control work is required on specific weed infestations. These inspections generally will require a reinspection.

Reinspection – an inspection that has been conducted to investigate whether adequate control work has been conducted after notification to control weed infestations.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 16 July 2020

ITEM 10.3 **Investments for the month of June 2020**

FILE REFERENCE **I20/259**

AUTHOR **Director of Finance and Administration**

ISSUE

Council Investment Portfolio Register as at 30 June 2020.

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 June 2020

Investment Institution	Type	Investment Face Value	Interest Rate	Term Days	Maturity Date	Interest Due
CBA	Call	\$510,000	0.20%	N/A	30-06-20	\$229.04
Bank of Qld	TD	\$700,000	1.60%	182	07-10-20	\$5,584.66
Bank of Qld	TD	\$1,200,000	3.00%	735	19-08-20	\$72,493.15
Bank of Qld	TD	\$700,000	1.55%	363	14-10-20	\$10,790.55
Bank of Qld	TD	\$800,000	1.50%	364	02-12-20	\$11,967.12
Bank of Qld	TD	\$1,000,000	3.15%	1097	25-08-21	\$94,672.60
Bank of Qld	TD	\$500,000	1.25%	182	18-11-20	\$3,116.44
Bank of Qld	TD	\$1,000,000	1.10%	90	18-08-20	\$2,712.33
Bank of Qld	TD	\$1,500,000	1.10%	287	24-03-21	\$12,973.97
Bankwest	TD	\$500,000	1.50%	364	16-09-20	\$7,479.45
Bendigo Bank	TD	\$1,000,000	0.70%	91	09-09-20	\$1,745.21
Bendigo Bank	TD	\$1,200,000	1.20%	266	09-12-20	\$10,494.25
Bendigo Bank	TD	\$800,000	1.55%	259	16-12-20	\$8,798.90
Bendigo Bank	TD	\$1,000,000	1.35%	84	08-07-20	\$3,106.85
Bendigo Bank	TD	\$500,000	0.95%	84	15-07-20	\$5,235.62

Information Only**INVESTMENTS FOR THE MONTH OF JUNE 2020** cont'd

Bendigo Bank	TD	\$1,000,000	0.65%	126	21-10-20	\$2,243.84
CBA	TD	\$1,500,000	0.66%	112	30-09-20	\$3,037.81
CBA	TD	\$1,000,000	0.75%	259	10-03-21	\$5,321.92
CBA	TD	\$1,000,000	1.40%	330	16-09-20	\$12,657.53
CBA	TD	\$1,000,000	1.40%	363	11-11-20	\$13,923.29
IMB	TD	\$1,000,000	0.90%	90	01-09-20	\$2,219.18
IMB	TD	\$1,000,000	0.95%	90	25-08-20	\$2,342.47
IMB	TD	\$1,400,000	1.45%	105	23-09-20	\$10,122.19
IMB	TD	\$1,300,000	1.45%	364	28-10-20	\$18,798.36
IMB	TD	\$1,000,000	0.95%	181	28-11-20	\$4,710.96
IMB	TD	\$1,000,000	0.85%	195	06-01-21	\$4,541.10
NAB	TD	\$500,000	1.00%	84	22-07-20	\$1,150.68
NAB	TD	\$900,000	1.00%	89	03-08-20	\$2,194.52
NAB	TD	\$1,000,000	1.75%	365	05-08-20	\$17,500.00
NAB	TD	\$1,000,000	0.95%	90	26-08-20	\$2,342.47
NAB	TD	\$1,500,000	1.40%	120	01-07-20	\$6,904.11
NAB	TD	\$800,000	1.34%	364	17-03-21	\$10,690.63
NAB	TD	\$1,000,000	0.93%	140	04-11-20	\$3,567.12
NAB	TD	\$700,000	1.67%	335	11-08-20	\$10,729.18
		\$32,510,000				\$382,025.97

COUNCIL INVESTMENT PERFORMANCE: -**BUDGET COMPARISON TO 30 JUNE 2020**

Interest on Investments Received YTD	\$542,445
Annual budgeted amount for all funds	\$666,600
Percentage of Interest Received YTD	81.37%
Percentage of Year Elapsed	100%

BBSW COMPARISON TO 30 JUNE 2020

Average market interest rate (90 day BBSW)	0.84%
Average return on all investments	1.30%

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.

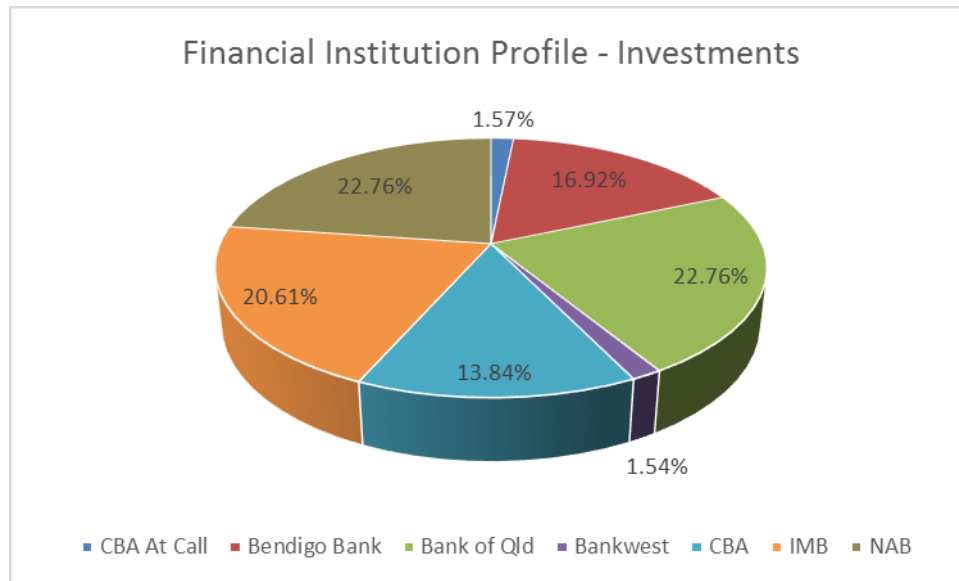
Information Only

INVESTMENTS FOR THE MONTH OF JUNE 2020 cont'd

FINANCIAL INSTITUTION INVESTMENTS PROFILE AS AT 30 JUNE 2020

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%."



SUMMARY OF AVAILABLE CASH AT 30 JUNE 2020

TOTAL INVESTMENTS: - **\$ 32,510,000.00**

INVESTMENTS BY FUND (INCLUDES RESTRICTED & UNRESTRICTED CASH): -

General Fund Reserves	\$ 22,329,969.90
Water Supply Fund Reserves	\$ 2,985,848.48
Sewerage Fund Reserves	\$ 5,407,182.96
Domestic Waste Management Fund Reserves	\$ 1,781,267.27
Trust Fund Reserves	\$ 5,731.39

POLICY IMPACT

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

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

Information Only

INVESTMENTS FOR THE MONTH OF JUNE 2020 cont'd

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 16 July 2020

ITEM 10.4 **Bank Balance and Reconciliation - June 2020**

FILE REFERENCE I20/260

AUTHOR **Director of Finance and Administration**

ISSUE

Statement of Bank Balance and Reconciliation as at 30 June 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

STATEMENT OF BANK BALANCE & RECONCILIATION

General Ledger balance brought forward 31 May 2020	1,583,985.45
Add: Receipts for June 2020	7,405,501.29
	<hr/>
	8,989,486.74
Deduct: Payments for June 2020	8,631,882.60
	<hr/>
Balance as at 30 June 2020	357,604.14
	<hr/>
Balance as per Bank Statement 30 June 2020	352,133.74
Add: Outstanding Deposits	6,356.70
	<hr/>
	358,490.44
Deduct: Unpresented Cheques / EFTs	886.30
	<hr/>
Balance as at 30 June 2020	357,604.14
	<hr/>

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 - 16 July 2020

ITEM 10.5 **Rates and Charges Outstanding - 30 June 2020**

FILE REFERENCE I20/265

AUTHOR **Director of Finance and Administration**

ISSUE

Rates and Charges Outstanding Report to 30 June 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

A Summary report of Council Rates and Charges outstanding at 30 June 2020.

REPORT

There is an attached report titled "Rate Collection Year 2020" for the 2019/2020 financial year. A comparison of the rates and charges outstanding percentage to previous financial years is highlighted in the below table:-

Description	30/06/2020	30/06/2019	30/06/2018
Total % Rates and Charges Outstanding	2.48%	2.42%	2.94%
Total \$ Amount Rates and Charges Outstanding	\$302,436	\$268,483	\$316,742

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. Rates Collection Year - July 2020	Attachment
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Rate Collection 2020 Year

Rating Categories	Levy Raised	Rates Received to	Rates Outstanding to	% Rates Outstanding
	to date	30 June 2020	30 June 2020	30 June 2020
Farmland	5,071,367.22	4,917,371.48	153,995.74	3.04%
Residential	1,278,781.44	1,215,375.26	63,406.18	4.96%
Rural Residential	696,499.76	655,562.17	40,937.59	5.88%
Business	287,023.35	279,208.52	7,814.83	2.72%
Mining	1,944.11	1,944.11	-	0.00%
Water	933,561.95	893,530.58	40,031.37	4.29%
Sewerage	1,523,508.40	1,456,234.46	67,273.94	4.42%
Domestic & Comm Waste	1,214,309.97	1,160,326.90	53,983.07	4.45%
Rural Waste	661,683.41	629,421.44	32,261.97	4.88%
Storm Water	46,880.32	44,743.84	2,136.48	4.56%
**Arrears	460,396.84	402,273.87	58,122.97	12.62%
Credits		217,528.63	-217,528.63	
Overall Total Rates	12,175,956.77	11,873,521.26	302,435.51	2.48%

Prepared by M ClementsDate 1/7/20Authorised by Darius D. GrekeDate 1/7/2020

I:\2019-2020\Rates\Recs\%outst_June 30 -2020

Information Only - 16 July 2020

ITEM 10.6 **Library Services 4th Quarter Report 2019/2020**

FILE REFERENCE **I20/262**

AUTHOR **Library Manager**

ISSUE

This report provides a summary of the activities in the Upper Lachlan Shire Council libraries for the 4th Quarter 2019/2020.

RECOMMENDATION That -

1. Council receive and note the library services report as information.

BACKGROUND

Nil

REPORT

LIBRARY USAGE:

	Crookwell	Gunning
Loans*	1,441	693
New Members	16	8
Internet Sessions	0^	0^
Visitors	1,245	840
Hours open per week	31.5	19**

*Quarterly loans do not include e-book, e-audio or e-magazines which are calculated annually.

^There was no access to the public computers due to COVID-19.

OVERVIEW:

This quarter presented a number of challenges and opportunities for our library service due to COVID-19. The library service had to implement changes to its day to day operations due to the COVID-19 pandemic, including quarantining returned items and strict cleaning and hygiene regimes. The library provided alternative service options such as offering more events and activities online including a weekly StoryTime, author talks, resources for home schooling, online books for children on coronavirus, and activities for school holidays. Whilst library staff worked behind the closed doors for much of this quarter answering phone and email queries from the public, they also completed whole of library weeding programs, as well as completing online library training. Library staff have shown great resilience and adaptability to the new services and new ways of working.

A Click, Call and Collect Service was implemented to allow the community to keep accessing physical collections, whether it be for educating their children through home schooling, for study, work or for entertainment whilst the library was closed. The uptake of the alternative service delivery has highlighted how important our library service is to our community.

The libraries reopened to the public on 2 June 2020 with a phased reopening of services and facilities based on the NSW Public Library Association (PLA), NSW Health and the NSW State Library COVID-19 safety plan and recommendations. In the first phase of reopening the public can borrow, pick up reserved items, browse the collection, use the free Wi-Fi, and ask reference inquiries. Libraries reopened with new operating hours to allow for extra cleaning. The response from the community after reopening has been very positive and the library staff have received many comments on how the library was missed during the closure period.

EVENTS AND PROMOTION:

Crookwell and Gunning Libraries:

- The Click, Call and Collect service started at both libraries on 21 May 2020. Forty-four people used the service at Crookwell Library and twenty people used the service at Gunning Library. There were lots of positive feedback from the community in being able to obtain items from the collection.
- Access to library eBooks, eMagazines and eAudiobooks were heavily promoted on the library's Facebook page during the libraries closure.
- Facebook was also used to promote a range of online activities for your children, youth and adults during the libraries closure. These included School holiday activities and craft at home (e.g. Easter, Anzac Day, Lego activities), weekly Storytime, weekly Lego Club activities, National Simultaneous Storytime, online book clubs, author readings of books (e.g. Anzac Day stories), author talks, book readings from the Gunning Arts Festival, free access to online books (e.g. Coronavirus books for children, the National Health Emergency Library), free access to NSW State Library resources online, science for kids, backyard buddies activities for kids, Harry Potter activities, online resources for law week, online puzzles, library and information week, Smart Research for HSC students, lunch doodles, book lists, Google Earth Scavenger Hunt, Banjo Paterson poetry for children, new version of TROVE launch, Dianna Nixon's recordings of Blinky Bill etc.
- Dianna Nixon, a local of Gunning has been filming recordings of her reading Blinky Bill. These are added to the library's Facebook for people to access.
- A live reading of the book for National Simultaneous Storytime and craft activities were posted on the library's Facebook page and the information on how to access these were sent to all local schools in the Shire and to Crookwell SDN.
- Although physical displays of library material cannot be displayed due to the libraries closures, the Storytime bear continued to be in the windows of both

libraries advertising stories and different calendar events. Themes this month included bears, Easter, earth day, Anzac Day, rain, earth day, mother's day, library and information week, Mem Fox stories and Eric Carle stories.

- The Gunning Library handmade strings of poppies were placed at the Cenotaph for ANZAC Day.
- Although physical displays of library material cannot be displayed due to the libraries closures, a Storytime bear had been added to the libraries windows advertising stories and different calendar events. The Crookwell Library displayed items.
- When the library reopened in June displays showcasing a new selection of fiction and non-fiction items from the libraries were displayed in prominent areas of the library. This was to enable library members to quickly choose items from the collection and leave. Crookwell Library also displayed a display of mills and boons books to see if moving them to a prominent place in the library to see if they would be borrowed. Many people have discovered these and have borrowed them.
- Promotional articles and promotion were published, as time allowed, in the Crookwell Gazette, Goulburn's 2GN, Goulburn Post, Crookwell Library Facebook page, Council Website, Council's Facebook page, the Voice, and Gunning Library Activities' regular column in the Gunning Lions Newsletter.

CHILDREN AND YOUNG PEOPLE:

- Nothing to report due to COVID-19.

COLLECTIONS, RESOURCES AND FACILITIES:

Collections

- Gunning Library staff weeded the magazines, junior easy, reference, junior fiction, Find Legal Answers, adult DVDs, reference and Adult non-fiction collections.
- Crookwell Library staff weeded the junior fiction, junior easy, board books, junior leap frog, junior audiobooks, junior music, junior DVDs, junior graphic novels, junior kits, parenting, junior non-fiction, youth, Find Legal Answers, magazine, young adult audiobooks and biography collections.
- Gunning Library staff cleaned all the top shelves, refiled items and shelf read the Adult Fiction, biographies and the Junior Fiction collections.
- Crookwell Library staff refiled items and completed the shelf reading of the reference audiobooks, non-fiction, junior fiction, music, adult fiction, parenting, biographies and large print collections.
- New furniture and furnishings for Crookwell and Gunning Libraries were received this month. The children's room at both libraries have been re-organised to create more inviting spaces for children and families.
- Our library service received \$309.65 from the NSWPLA for the NSWPLA COVID-19 eResources Fund to spend on eResources. This money was allocated to purchasing a selection of eBooks and eAudiobooks from

BorrowBox. A further additional \$500 was allocated from library funds to assist with the e-content demand. The additional \$500 came from a saving of the courier being cancelled from the beginning of April.

- Our libraries have been receiving a lot of email and phone enquiries on accessing digital collections (eBooks, eAudiobooks, and eMagazines) and online databases; and resetting PIN/Passwords for library member accounts. Crookwell High School teachers have been asking for assistance on accessing the digital collections and online databases that the library has.
- Staff continue to work in different parts of the library. Gloves are worn when emptying the returns chute/box and the courier boxes. All items returned at both libraries have been placed in quarantine. Items returned one week ago or earlier have now been checked in and returned to the shelves.
- The old signage on the front of the Crookwell Memorial Hall Complex and over the internal library door were removed and new signage installed this month.
- A new stool was bought for the Crookwell Library loans desk to assist with social distancing when two staff members are working at one time (the two computers in Michaela's office are too close together and the back office is out of action as it is the quarantine room).

Resources

- This quarter, there was no volunteers due to the closure of libraries.
- Library staff completed a number of online training courses. These included: A Teen walks into the Library, TROVE, Ancestry, Encyclopaedia Britannica, Novelist, online tour video on Pye Cottage, NSW State Library Family History public library services, cultural competency program, Spydus training videos, mandatory Council induction training, Crash Course in Graphic Novels, The New Child Safe Standards: Capability Workshop (Webinar) for Local Government in NSW, LibraryAware a resource to help you communicate with your community, Australia/New Zealand Points of View - understanding current and controversial issues, NoveList Plus a resource for book clubs, Australia Libraries Copyright Committee Remote Supply for Libraries and Archives.
- Library staff completed their performance review appraisals.
- In this quarter the Library Manager:
 - Provided daily updates to library staff on changes to library services, the library management system and work practices due to COVID-19.
 - Completed procedures for library staff on checking in items into Spydus from the quarantine.
 - Completed the Gunning Library extended opening hours trial final report.
 - Completed Click, Call & Collect Service procedures for staff.
 - Participated in a Zoom meeting with Cristina Lee from BorrowBox.

Information Only

LIBRARY SERVICES 4TH QUARTER REPORT 2019/2020 cont'd

- Visited Gunning Library to check on work tasks, deliver courier boxes and to check-in with staff on their wellbeing.
- Completed new toy procedures for library staff. These procedures include cleaning toys and when to discard toys.
- Participated in a Zoom meeting for the Crookwell Memorial Hall Committee.
- Completed a reopening risk register and reopening procedures for staff.
- Created a COVID-19 register for staff to record visitors to the library.
- Participated in a Zoom South East Zone Library Managers Meeting.
- Met with Francois Charon from Bibliotheca to discuss a number of library solutions, such as self-service kiosk machines and remote lockers (extends the coverage and accessibility of library service, offering users self-service holds pick-up experience at locations and times more convenient to them).
- Participated in a Zoom meeting with the South East Zone Library Managers in regards to RBDigital eResources renewal in light of the company being bought out by Overdrive.

Facilities

- There was no public computer usage in this quarter due to the pandemic.
- Our Libraries Wi-Fi facilities continue to be well used by patrons and people passing through.
- A tag and test of electrical equipment identified in the hazard inspection was completed at the Crookwell Library during the quarter.
- Council's Building Maintenance Officer installed COVID safe screens at both libraries as a health precaution.
- A building contractor completed the Gunning Library roof and awning replacement work in June.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Information Only

LIBRARY SERVICES 4TH QUARTER REPORT 2019/2020 cont'd

Nil

RECOMMENDATION That -

1. Council receive and note the library services report as information.

ATTACHMENTS

Nil

Information Only - 16 July 2020

ITEM 10.7 **Grants Report**

FILE REFERENCE **I20/287**

AUTHOR **Grants/Projects Officer**

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. Download	Grants and Projects Report for Council 16 July 2020	Attachment
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Grants and Projects Report to Council - 16 July 2020

Grant Applications in progress								
Grantee	Due or Submitted	Project	Council Contrib.	Other Contribution	Amount Requested	Subtotal	Project Cost	Comment/Progress
Community Building Partnership Program	11.6.20	Gunning Showground Hall Refurbishment	\$ 44,000	\$ -	\$ 44,000	\$ 88,000	\$ 88,000	Lodged - New Roof and awnings, Pointing, Painting - \$96,800 GST inclusive
Streets as Shared Spaces	10.06.20	Share R Streets	\$ 3,000	\$ -	\$ 99,700	\$ 102,700	\$ 102,700	Lodged - Crookwell temporary upgrades
		Laggan and Taralga Shared Streets	\$ 3,000	\$ -	\$ 115,885	\$ 118,885	\$ 118,885	Lodged - Laggan and Taralga temporary upgrades
Bridges Renewal Program Round 5	29.05.20	Crookwell River Bridge - Julong	\$ 768,600	\$ -	\$ 768,600	\$ 1,537,200	\$ 1,537,200	Awaiting news on success
		Peelwood Creek Bridge - Cooksvale Rd	\$ 552,614	\$ -	\$ 552,614	\$ 1,105,228	\$ 1,105,228	
		Burra Burra Creek Bridge - Blue Hill Road	\$ 479,726	\$ -	\$ 479,726	\$ 959,452	\$ 959,452	
Growing Local Economies Fund	2019	Tablelands Way	\$ 329,215	\$ -	\$ 6,255,079	\$ 6,584,294	\$ 6,584,294	Oberon Council lodged joint application
Fixing Country Roads	19.12.19	Peelwood Road Upgrade 3km	\$ 60,000	\$ -	\$ 1,478,700	\$ 1,970,800	\$ 1,970,800	Awaiting news on success
Heavy Vehicle Safety and Productivity Program Round 7	29.5.20			\$ -	\$ 432,100			Awaiting news on success
Building Better Regions Fund - Round 4	19.12.19	Wombeyan Caves Road Upgrade (2)	\$ 1,263,925	\$ -	\$ 1,263,925	\$ 2,527,850	\$ 2,527,850	Unsuccessful

Grant Applications in progress								
Grantee	Due or Submitted	Project	Council Contrib.	Other Contribution	Amount Requested	Subtotal	Project Cost	Comment/Progress
Heavy Vehicle Safety and Productivity Program Round 7	29.05.20	Wheeo Road Upgrade 5km	\$ 85,000	\$ -	\$ 573,288	\$ 2,633,150	\$ 2,633,150	Awaiting news on success
Fixing Country Roads	19.12.19			\$ -	\$ 1,974,862			Awaiting news on success
Country Passenger Transport Infrastructure Grant	27.8.19	Gunning and Dalton Bus Stops	\$ 20,000	\$ -	\$ 22,000	\$ 42,000	\$ 42,000	Awaiting news of success - Applications closed 30.9.19
Crown Reserves Improvement Fund	10.07.20	Crookwell Caravan Park Improvements	\$ 30,000	\$ -	\$ 101,000	\$ 131,000	\$ 131,000	Water/electrical upgrade, Solar lighting/CCTV, Bins (Approximation costs)
State Library Infrastructure Grant	8.11.19	Gunning roof and repairs and Crookwell/Gunning furniture	\$ 15,000	\$ -	\$ 151,161.52	\$ 166,161.52	\$ 166,162.52	Unsuccessful
Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Fixing Local Roads	02.12.19	Collector Road Upgrade 3km	\$ 495,300	\$ -	\$ 1,485,900	\$ 1,981,200	\$ 1,981,200	Successful
Bushfire Community Resilience and Economic Recovery Fund	26.02.20	Training, Marketing and Events	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	Projects progressing.
Fixing Country Roads	10.10.19	Kangaroo Creek Bridge - Bigga	\$ 965,000	\$ -	\$ 965,000	\$ 1,930,000	\$ 1,930,000	Deed completed

Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Waste Less Recycle More	27.06.18	Bin Audit and Education	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000	Written to ask for variation of time
Showground Stimulus Funding Program Tranche 1 19/20	25.4.20	Improvements Gunning Showground Hall	\$ 46,201	\$ -	\$ 45,593.70	\$ 136,307.20	\$ 136,307.20	Successful with \$45,593.70 - Deed Returned - sanding floor, airconditioning, upgrade electrical box
								29.6.20 - advised of success with further funding - \$44,513 - Roof, awning, pointing and painting included - Deed Returned
					\$ 44,513.00			
Stronger Country Communities Fund (Round 3)	18.9.19	Pat Cullen Reserve Group Picnic Shelter	\$ -	\$ -	\$ 58,695	\$ 58,695	\$ 58,695	Deed completed. Planning commencing.
		Gunning Showground Amenities	\$ 50,000	\$ -	\$ 672,747	\$ 722,747	\$ 722,747	Deed completed.
Building Better Regions Fund - Round 3	15.11.18	Wombeyan Caves Road Upgrade	\$ 100,000	\$ -	\$ 2,500,000	\$ 2,500,000	\$ 5,028,000	Project progressing.
Growing Local Economies Fund	05.07.18			\$ -	\$ 2,428,000	\$ 2,428,000		
Drought Communities Programme	21.01.20	Peelwood Bridge Replacement	\$ 731,016	\$ -	\$ 1,000,000	\$ 1,731,016	\$ 1,731,016	Projects progressing.
		PAMP						

Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Growing Local Economies Fund	05.07.18	Grabine Road Upgrade	\$ 200,000	\$ -	\$ 3,300,000	\$ 3,500,000	\$ 3,500,000	Project progressing.
Stronger Country Communities Fund (Round 2)		Active Villages Project	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	Final Report accepted. Grants funds paid to Council.
		Lights Football Action	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	Completing seating and team dug outs with left over funding - variation approved.
		PAMP – 1 st priorities	\$ -	\$ -	\$ 356,772	\$ 356,772	\$ 356,772	Bigga pathway completed, Binda due to be completed by August.
Country Passenger Transport Infrastructure Grant EOI	26.02.18	Taralga, Bigga and Binda Bus Stops	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	Taralga Bus stop being installed
Bridges Renewal (Round 3)	15.05.17	Kiamma Creek Bridge Upgrade	\$ 81,260	\$ -	\$ 450,000	\$ 531,260	\$ 1,062,490	Bridge approaches completed. Bridge is open.
Fixing Country Roads 2015	02.05.16			\$ -	\$ 531,230	\$ 531,230		
Bridges Renewal (Round 4)	05.02.19	Crookwell River Bridge - Woodville Road	\$ 294,861	\$ -	\$ 294,860	\$ 589,721	\$ 589,721	Diamond Creek Bridge construction expected to commence end of June. Crookwell River Bridge will commence in July.
		Diamond Creek Bridge - Kangaloolah Road	\$ 561,007	\$ -	\$ 560,000	\$ 1,121,007	\$ 1,121,007	

Kiamma Creek Bridge



Information Only - 16 July 2020

ITEM 10.8 Action Summary - Council Decisions

FILE REFERENCE I20/258

AUTHOR 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: 16 August 2018

243/18	Council in compliance with the recommendation of the Southern Tablelands Regional Economic Development Strategy 2018-2022 and Council's Resolution 22/18 further explore the economic feasibility of and seeks funding support for Crookwell's and Gunning's connection to natural gas.	GO	As required when suitable grants or funding is made available.
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Council Meeting: 20 December 2018

378/18	<p>That Council include the following items to be costed for consideration of funding in the 2019/2020 Operational Plan or for grant application for:</p> <p>a) A roof over the new and old change rooms;</p> <p>b) The old change rooms to be renovated for a useful purpose as determined by the s355 Pool Review Committee; and</p>	GM	Consultant engaged to prepare a design for the heated swimming pool concept. A report is to be provided to the Pool Review Committee. The scope of works includes the consideration of the
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Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

	c) The old change rooms be fitted out for that purpose.		upgrade to the change rooms. To be considered at Council meeting in July 2020.
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Council Meeting: 20 June 2019

137/19	Council request the Minister of Local Government and the Office of Local Government grant an exemption for all the Councillors in relation to Pecuniary Interests under the Code of Conduct to deal with amendments and all matters associated with the Upper Lachlan Local Environmental Plan (LEP).	DEP	Individual Councillors to make a decision in relation to Pecuniary Interest.
143/19	Council considers the location of the Crookwell Works Depot at a future Council meeting following the matter being considered by the Building Review Committee. Council ensure that the proper processes have been undertaken in compliance with the Local Government Act 1993 and the Environment and Planning Assessment Act 1979 to reclassify the Community Land to Operational Land.	GM	Currently sitting with Department of Planning and Environment. Council advised by R J McCarthy it could take up to 90 days from acquisition submission (5 May 2020) to get a response. Report to be provided to a future Council Meeting after the compulsory acquisition of land.
149/19	1. That the EDTF recommends with the objective of moving Council from a net energy user to a net energy exporter that the Department of Infrastructure and Environment and Planning prepare a report as to the path forward to prepare business cases for street lighting, all waste management and energy generation. 3. That the EDTF recommends the Department of Infrastructure and Environment and Planning prepare a recommendation in the next year 2019/20, detailing urban sustainability	DOI/DEP	Report items 1, 3 and 4 were reported to EDTF Committee Meeting on 5 August 2019. All 3 report items will be addressed in the future review of the LEP.

	<p>initiatives for on-site sewer systems in small villages and provide alternatives to specific tank disposal.</p> <p>4. That the EDTF recommends the Department of Infrastructure and Environment and Planning investigate the opportunity for solar powered cabins at the existing caravan park or alternate locations in Crookwell in conjunction with the Housing Strategy.</p>		
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Council Meeting: 19 September 2019

247/19	<p>Council prepare a draft planning proposal under the Environmental Planning and Assessment Act 1979 for discussion with the NSW Department of Planning and Environment.</p>	DEP	<p>Department Planning have verbally confirmed land use planning table changes are acceptable. Advised they are now in a position to receive a planning proposal. This project will be a priority project upon adoption of LSPS and Housing Strategy.</p>
262/19	<p>The Minutes of the Economic Development Task Force Committee meeting held 2 September 2019 be received and noted.</p> <p>Item 6.2 Review of the EDTF Charter</p> <p>That Council change the meeting composition to accommodate six (6) community representatives and the Economic Development Officer be included as the secretariat.</p> <p>Item 6.5 How important is water in the Strategic Planning of our town and villages</p> <p>That Council research and develop a water sensitive design policy for the Shire.</p> <p>Item 6.6 Collector RV Site suggestion</p> <p>That the Strategic Planning section of Council consider this proposed site in the upcoming LEP review.</p>	<p>DEP</p> <p>DEP</p> <p>DEP</p>	<p>Report to be prepared to a future EDTF Meeting.</p> <p>Issue was addressed in Draft Housing Strategy.</p> <p>Issue to be addressed in land use planning proposal associated with Council Resolution No 247/19.</p>

Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

270/19	1. Council enter negotiations with the two providers seeking a commercial return; 2. Council advertise an EOI based of the concept plan B7 if the commercial negotiations fail.	DOI	EOI closed on June 23 2020. Currently being evaluated.
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Council Meeting: 17 October 2019

301/19	That Council upon the appointment of the new General Manager give priority to a workshop to determine a path forward for exploring economic development opportunities to create independent income streams.	Mayor/GM	Future workshop.
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Council Meeting: 21 November 2019

335/19	1. Council request an extension of time from Roads and Maritime Services to respond to the contract execution date. 2. Council accept the revised contract subject to favourable legal and professional assessment of the contract terms, prior to 29 February 2020. 3. Council delegate authority for the General Manager and Director of Infrastructure to negotiate contractual terms on Council's behalf in order to establish a viable Routine Maintenance Council Contract for Council's endorsement based on social, economic and community benefits prior to the contract termination date 29 February 2020.	DOI	Contract signed and returned to RMS on June 19 2020.
336/19	1. Council approve in principle the proposed concept for the unheated outdoor Crookwell swimming pool (25 metre x 10 metre) upgrade of the existing swimming pool; 2. Council approve in principle the proposed concept of a (15 metre by 6 metre) new heated indoor pool in Crookwell with the preferred location to be based on technical consideration; 3. Council endorse the demolition of the existing unused Crookwell swimming	GM	Workshop held in June 2020. This project to be considered at Council July 2020 meeting.

Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

	pool change rooms and minor refunctioning of used changed rooms; 4. Council allocate \$40,000 from unrestricted cash reserves to fund architectural plans, engineering plans and associated costing for the potential Crookwell upgrade of the existing outdoor swimming pool, costings for a proposed heated indoor pool and change rooms and a design that is sympathetic to the possible future inclusion of a hydrotherapy pool.		
349/19	That a report be provided to Council on the resources required to provide the Director of Environment and Planning to complete an investigation into the number of buildings in the towns and villages of the Upper Lachlan Shire that requires fire safety statements.	DEP	Report to be provided to a future 2020 Council Meeting.

Council Meeting: 19 December 2019

356/19	Council investigate installing measuring devices on standpipes and monitoring water table as a priority.	DOI	a) Avdata systems will start to be installed at Crookwell standpipe early July 2020. These systems will be unlocked unless otherwise directed
364/19	1. Council receive and note the report as information. 2. Council adds SP1 and SP2 land use zones to the current review of the draft planning proposal under the Environmental Planning and Assessment Act 1979 being discussed with the NSW Department of Planning and Environment.	DEP	Issue to be addressed in land use planning proposal associated with Council Resolution No 247/19
370/19	Council investigates a suitable location for a RV Friendly Park within the town of Crookwell that will satisfy the Caravan, Camping and Motorhome Association (CMCA) requirements and is permitted under Councils Land Use Tables.	DFA/DEP	Issue to be addressed in land use planning proposal associated with Council Resolution No 247/19
379/19	That Council review the development contributions planning framework to provide:- • An equitable charging regime.	DEP	Council workshop occurred 23 June 2020.

Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

	<ul style="list-style-type: none"> • Identification of priority infrastructure projects and locations. • A formula for the collection of revenue that is clear and linked to the development impact. 		
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Council Meeting: 20 February 2020

21/20	Council defer the recommendations 1 to 5 of the Water Security in ULSC report.	GM	Report to be provided to a future Council Meeting.
23/20	<ol style="list-style-type: none"> 1. Council writes to the Roads Classification Review Panel recommending additional local roads are reclassified as Regional Roads and Upper Lachlan Shire is consulted before the implementation of the recommendation; and 2. Council writes to the Roads Classification Review Panel recommending any regional roads to be reclassified to State Roads after review by Council. 3. Council hold a workshop to discuss priority roads and the potential effects before any of the above communication. 	DOI	<p>Terms of Reference to be finalised by the Roads Classification Review Panel.</p> <p>Workshop to be convened on a future date. Seeking further clarification from CRJO.</p>
27/20	<ol style="list-style-type: none"> 1. Council agree to the request from Crookwell/Taralga Aged Care Ltd for a Deed of Option to purchase part Lot 3 DP 1112816, land area of 2,417 square metres, at Saleyards Road in Crookwell. The deed is to commence on 21 February 2020 for a two year period, for a purchase price of \$113,328.94 with addition of annual CPI increases from 2017. 2. Council authorises the signing and execution of the Deed of Option under the Common Seal of Council by the Council Mayor and General Manager for the agreement with Crookwell/Taralga Aged Care Ltd. 	DFA/GM	<p>Correspondence forwarded on 25 February 2020 including new Deed of Option to be executed.</p> <p>The Deed of Option pending response from Crookwell Taralga Aged Care.</p> <p>Onsite meeting with all parties occurred in June to commence survey.</p>

Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

39/20	<ol style="list-style-type: none">1. Council accept the expression of interest from Crookwell/Taralga Aged Care Ltd for the land sale of part Lot 3 DP1112816, Laggan Road, Crookwell. The land sale price shall be in accordance with the Douglas Walker and Associates valuation report for Option B, land area of approximately 9,394 square metres. All contract costs shall be borne by the purchaser of the land. The Council Mayor and General Manager be authorised to sign and execute legal documentation associated with the land sale under the Common Seal of Council.2. Council and Crookwell/Taralga Aged Care Ltd agree to the establishment of a right of carriageway and/or easement (minimum 20 metres in width) through aforesaid Option B land to allow Council to retain road frontage access from Laggan Road to the remaining parcel of land (2.55 hectares less Option B land area of 9,394 square metres) in part Lot 3 DP1112816, Laggan Road, Crookwell.3. Upon the land sale agreement being endorsed, the General Manager authorise the preparation of all associated documents related to the land subdivision and land conveyancing for Option B, part Lot 3 DP1112816 Laggan Road, Crookwell. All associated costs shall be borne by the purchaser of the land.	DFA/GM	<p>Correspondence forwarded on 25 February 2020 acceptance of terms by Crookwell/Taralga Aged Care board in April 2020.</p> <p>R J McCarthy Co preparing contracts after survey of land complete.</p> <p>Onsite meeting with all parties occurred in June to commence survey.</p>
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Council Meeting: 21 May 2020

85/20	Council authorise the closure of the disused section of Junction Point Road, Tuena as a Public road pursuant to Division 3 - Closing of Council roads by Council of the Roads Act 1993 and noting the road proposed for closure is identified as Lots 1 and 2 on DP 1261378.	DOI	Has been gazetted on 9 June 2020 they have 60 days to submit objections if any.
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Council Meeting: 18 June 2020

Information Only**ACTION SUMMARY - COUNCIL DECISIONS cont'd**

102/20	<ol style="list-style-type: none"> 1. The Council adopts the amended Local Strategic Planning Statements and advises the Department of Planning Infrastructure and Environment of its adoption. 2. The Council inform the community of its adoption. 3. The Council notes the indicative work schedule, policy framework and proposed directions. 4. Council reviews the document to ensure that it complies with the objectives and standards of plain English, there are no statements in the document that are not justified and there is not a confusion of statistics. 	DEP	<p>The LSPS was adopted subject to minor editing, this will be finalised early July. The NSW Department of Planning, Industry and Environment have been advised of the situation.</p> <p>The document will be referred to the Councilors prior to publication and the community will be informed when the final is ready for publication.</p>
103/20	<ol style="list-style-type: none"> 1. Council, in accordance with Sections 8A-8C and Sections 403-406, of the Local Government Act 1993 resolve to adopt the following Strategic Plans:- <ol style="list-style-type: none"> 1. Operational Plan 2020/2021; 2. Delivery Program 2020/2021– 2023/2024; 3. Long Term Financial Plan 2020-2029; 4. Infrastructure Plan 2020-2029; and 5. Workforce Plan 2020/2021 – 2023/2024. 2. Council approves expenditure and votes money according to the integrated financial budget contained within Council's 2020/2021 Operational Plan. 	DFA	Council IP&R Plans placed on Council website on 30 June 2020.
104/20	Council adopts the reviewed Pensioner Concession Policy.	DFA/EA	Policy registered and placed on website 18 June 2020

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

Information Only

ACTION SUMMARY - COUNCIL DECISIONS cont'd

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

11 ENVIRONMENT AND PLANNING

The following item is submitted for consideration -

11.1	DRAFT Companion Animals Management Plan	194
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Environment and Planning - 16 July 2020

ITEM 11.1 **DRAFT Companion Animals Management Plan**

FILE REFERENCE **I20/289**

AUTHOR **Manager of Regulatory and Biosecurity Services**

ISSUE

To provide a report advising of submissions and recommendations in relation to the adoption of the Draft Companion Animals Management Plan 2020.

RECOMMENDATION That -

1. Council adopts the Companion Animals Management Plan 2020.

BACKGROUND

As a result of a number of amendments to both the Companion Animals Act and Regulations a complete revision of the existing Local Companion Animals Management Plan from 2013 was necessary.

In accordance with Resolution 84/20, the Draft Companion Animals Management Plan 2020 was placed on public exhibition for 28 days from the 25 May 2020 to 27 June 2020.

REPORT

During the period of public exhibition, Council received four (4) submissions from the public. Three (3) have been attached to this report with one submission being excluded due to its content relating to a particular incident and includes other parties. This incident has been finalised by Council regulatory staff and Police.

The remaining submissions expressed their desire for a more “dog friendly” destination to exercise their dogs with the inclusion of “dog tie up” points throughout the shopping precinct of Crookwell and the installation of directional signage to the off leash areas.

Council’s current off leash areas are compliant as per the legislation governing Companion Animals and are frequently regulated by Councils Ranger.

The instalment of “water refreshment and dog tie up points” have merit, however pose a budgetary and legal obstacle for Council.

The instalment of refreshment points for companion animals, would be more appropriately considered within Councils infrastructure and logistics planning whereas, the suggestion of the instalment of dog tie points, whilst having merit, pose a particular difficulty in that they may cause a person using them to breach legislation. Additionally tethering unattended animals may also pose a risk to the safety of members of the

Environment and Planning

DRAFT COMPANION ANIMALS MANAGEMENT PLAN cont'd

public including children and to other animals due to the unpredictable behaviour of dogs.

Any improvements to the off-leash areas, including the instalment of directional signage, seating, watering points, waste disposal etc., would be very beneficial to those members of the public utilising the areas, however those suggestions would be better suited for by Council during their next scheduled operational / budgetary forecast.

Improvements to Off-Leash areas whilst relating to companion animals really do not impact on the revision of the Companion Animal Management Plan.

POLICY IMPACT

Proposal will supersede the existing Local Companion Animals Management Plan 2013.

OPTIONS

Adopt the Companion Animals Management Plan 2020 or amend the Companion Animals Management Plan 2020.

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the Companion Animals Management Plan 2020.

ATTACHMENTS

1. ↓	Draft Companion Animal Management Plan	Attachment
2. ↓	Submission - Draft Companion Animal Management Plan 2020	Attachment
3. ↓	Submission - Draft Companion Animal Management Plan 2020	Attachment
4. ↓	Submission - Draft Companion Animal Management Plan 2020	Attachment



Companion Animal Management Plan 2020



Adopted: XX/XX/XX

Resolution No: XX/XX

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INTRODUCTION

The Companion Animal Management Plan provides the framework for the provision of an effective animal management service and procedural functions under *the Companion Animals Act 1998* (the Act).

The Act and the Companion Animals Regulation is the legislation that gives effect to the way local authorities manage dogs and cats. The principle object of the Act is to provide for the effective and responsible care and management of companion animals.

The term Companion Animal refers to all dogs and cats and any other animal that is prescribed by the regulations as a companion animal.

The main items relevant to the Companion Animal Management Plan are to:

1. Acknowledge general duties and responsibilities for the management of domestic dogs and cat animal issues in Upper Lachlan Shire.
2. Ensure that Council meets its responsibilities under the *Companion Animals Act 1998* and *Companion Animal Regulation 2008*.
3. Achieve a balance between the needs of pet owners and non-pet owners.
4. Provide pet owners with support, education, regulation and facilities to accommodate their pets within the broader community and environment.

1. STATEMENT AND OBJECTIVES

1.1 Statement

To balance community amenity, animal welfare and environmental preservation while promoting the benefits of responsible pet ownership alongside effective companion animal management.

1.2 OBJECTIVES

Council's main objectives include:

1. Encouraging residents and visitors to property care for all companion animals.
2. Encouraging companion animal owners to provide appropriate physical and mental challenges for their animals, to improve animal welfare without effecting the comfort of others.
3. Identify and prioritise companion animal management issues particularly in managing dangerous, nuisance, restricted type dog breeds and cat behaviour.
4. Encouraging the permanent microchip identification and lifetime registration of all companion animals, including dogs classified as 'working dogs'
5. Provide care and animal pound facilities that comply with the requirements of the Prevention of Cruelty to Animals Act 1979 and the requirements of New South Wales Department of Primary Industries.
6. Minimise the number of unwanted animals that are euthanased.
7. Provide adequate off leash areas for dogs exercise throughout the Shire that are safe as possible for dogs and humans.

The statement and objective of the Plan are detailed under four key performance areas:

1. Animal matters
2. Community matters
3. Environmental matters
4. Monitoring and review

2. COMPANION ANIMALS

2.1 PERMANENT IDENTIFICATION AND REGISTRATION

Permanent identification otherwise known as microchipping is a method that involves a small microchip being inserted by an authorised implanter into either the dog or cat. Both registration and permanent identification is requirement of law. This assists in the return of seized animals to their owner at the earliest opportunity.

The *Companion Animals Act 1998* requires the owner to:

- Permanently identify their cat and or dog from the age of 12 weeks of age or at the time in which the animal is sold or given away prior to the age of 12 weeks.
- Register their cat and or dog from the age of 6 months or upon sale of the dog and or cat by the age of 6 months (if sold prior to 12 weeks of age); and

- Advise any Council within the state of New South Wales or the NSW Pet Registry when there is a change in either the identification or registration information for the animal or the animal has been missing for more than 72 hours and in the event the animal is deceased.

The NSW Pet Registry is maintained by the NSW Government and accessible via online. All existing Companion Animals that were recorded on the Companion Animals Registry are available via the Registry.

The intent of the Registry is to provide Councils and other authorised persons relevant information regarding a Companion Animal to ensure it is returned to its lawful owner.

In addition to the access made available to Councils the Registry enables Companion Animal owners to:

- Update their contact details such as a telephone number or address.
- Transfer ownership of a Companion Animal.
- Report a Companion Animal missing or deceased
- Pay most lifetime registration fees online.

Exemptions

Companion Animals generally exempt from Registration under the Act unless release from a pound are:

- Working dogs
- Greyhound racing dogs
- Assistance animals.

Benefits

- Lost animals can be identified and reunited with their owner reducing stress on both the animal and owner alike.
- Expedites the return of the animal with their owners and reduces the potential to extended confinement of the animal, associated costs of collection, kennelling and the potential of euthanasia of the animal.
- The legal owner of the animal is able to be established easier in the event the animal is alleged to have been in contravention of the Act.
- Provides the opportunity for Council to educate and or take enforcement action where necessary.

Goals

- Encouragement of microchipping and lifetime registration of all dogs and cats in the Upper Lachlan Shire Council.
- Improve rehoming rates for lost and or stray dogs or cats.

2.2 COMPANION ANIMALS HOLDING FACILITY

The Companion Animals Holding facility (**the pound**) is managed by Council and is located adjacent to Sewage treatment works on McIntosh Road Crookwell.

The pound is consists of a 3 sided steel structure with a concrete floor and is able to house three dogs at any one time. It is envisioned Council will take the required measures to establish and maintain all

requirements as per NSW Department of Primary Industries, Prevention of Cruelty to Animals Act 1979 and the expectations of the community.

2.3 SEIZURE AND IMPOUNDING

Where a Companion Animal has been seized by Council or a member of the community all reasonable attempts to establish contact with the owner will be take place. In circumstances where the owner is not able to be identified the animal will be housed at the pound in accordance with the Act.

The Act provides that an identified Companion Animal should be held for a period of no less than 14 days, where as a non-identified animal should be kept for a period no less than 7 days unless claimed by its owner prior to the expiry of the required time period.

At the expiration of the prescribed periods any unclaimed animal may be sold, adopted or euthanased.

2.4 RELEASE OF COMPANION ANIMAL

Where a Companion Animal is being held by Council, Council may charge the owner upon collection of the animal for expenses such as; accommodation, sustenance, veterinary services. Companion Animal/s not permanently identified or registered as required by the Act, must be done so prior to the animal's release including Working, Assistance and Racing Greyhounds.

Goals

- Facilitate the prompt return of a seized Companion Animal to its owner and reduce to number of animals that need to be housed at the pound.
- Establish and maintain broaden links with professional bodies such as Animal Welfare League, RSPCA, NSW Police and Veterinary practices to promptly manage incidents, health issues, and increase the rehousing of animals.
- Minimise the number of animal's euthanased.

2.5 ANIMAL WELFARE AND RESPONSIBLE PET OWNERSHIP

The health and social benefits of owning pets are well understood. With pet ownership comes with responsibility to manage the welfare of animals. Both the owner and person in charge of an animal has an obligation to take reasonable care of the animal and to prevent any adverse impacts on the community from improper or negligent control.

Potential problems may be addressed by:

- Attending to pet health and welfare including exercise, training and socialising as appropriate to the breed and age of the animal.
- Ensuring dogs are confined to the perimeter of the property it is ordinary kept at or the property in which it is visiting.
- Minimising any adverse effects towards neighbours, such as excessive barking.
- Complying with relevant legislation, in particular leashed dogs, removal of faeces from public places and maintaining dog under effective control.

3. COMMUNITY

Conflict between people, dogs and cats are increasing due to population growth and the tolerance levels of community members lessening towards one and other. This is more prevalent in urban areas as the proximity to neighbouring properties are reduced in comparison to large rural holdings. Frequent issues experienced include barking, roaming dogs / cats, animal numbers, straying animals and dog attacks on both humans and livestock.

3.1 PUBLIC SAFETY

Members of the community and their visitors should be able to move freely throughout public areas without loss of amenity due to dogs and cats not being under effective control and furthermore dog owners have access to a suitable off leash area for their pets.

Dogs and cats are important companions to their owners and the rights of owners to enter public places with their pets needs to be protected. It is equally important that the general rights to enjoy community and open spaces, free of dog and cat nuisances and are enforced.

It is essential that owners keep their pets under effective control when they exercise their rights to enter the public domain and immediately pick up and dispose of faeces in an appropriate manner.

Straying Dogs

Section 13 of the Act requires all dogs to be restrained at all times unless the dog is involved in the droving of stock, within the boundaries of a property which the animal has lawful access to or is within the confines of an area declared to be an “off leash” by the council.

Council continues to receive a complaints of straying dog with an increase in the warmer months such as Spring or Summer. It is essential that Council in the interest of public education and safety enforces the requirements of the Act. It is envisioned that by doing so will reduce the potential of attacks according on both livestock and humans as dogs that are confined or under effective control are less likely to contravene the Act.

Further information may be found under the heading of “Secure confinement and environmental enrichment”.

Dog Attacks

Dog Attacks in the Upper Lachlan Shire generally relate to attacks on livestock such as grazing sheep, however due to the increasing growth in the population Council and NSW Police continue to receive complaints regarding dog attacks involving humans predominately through the warmer seasons such as Spring and Summer.

Offences relating to dog attacks are broadly defined under the Act. The Act defines an attack to occur if a dog rushes at, bites, harasses or chases any person or animal (other than vermin), whether or not injury is caused. There are significant penalties associated with dog attack incidents clearly reflective of broader community concern across NSW.

It is important to understand that if a dog is provoked by teasing, is mistreated or attacked, or as a result of the person or animal trespassing on the property on which the dog was being kept, or as a result of the dog acting in the reasonable defence of a person or persons property.

All confirmed dog attacks will be reported to the Office of Local Government within 72 hours as prescribed.

Dangerous / Menacing / Restricted Dogs

The Act (Part 5) includes provisions that impose stringent controls on dogs that pose a threat to the safety of humans and other animals through attacks or menacing behaviours. Where it is brought to the attention of Council that a dangerous / restricted or menacing dog is within the community,

Council will undertake enquires in accordance with the law to substantiate those claims. Where it is determined that a dog should be classified as dangerous, restricted or menacing, Council will communicate any requirements that the owner of such dog is to comply with including any appeal mechanisms available to them.

In the interest of public safety, Council will enforce in accordance with law any conditions set out by the Act or Regulation concerning declared dangerous, restricted or menacing dogs.

There are significant penalties for owners of dogs declared as dangerous, restricted or menacing for breaches of the Act.

Hunting Dogs

Dogs identified for the use of hunting will be dealt with as per the requirements of the Act. Abandoned or lost hunting dog/s cause considerable risk to livestock and have been known to cause expense to stock owners where dogs have attacked or killed livestock. Whilst Council does not have a position of the use of dogs in the course of hunting, it does require owners or person/s in charge of the animal to comply with the requirements of the Act. Council takes a proactive approach in educating and enforcing the Act in relation to the use of dogs when hunting. This includes liaison with NSW Police where enforcement actions are required.

Education

Council's Ranger engages with various community members on a regular basis covering topics such as, legislation, general animal husbandry and personal responsibilities of pet ownership. In addition to this Council provides press releases that are distributed throughout social media and local newspapers.

Information surrounding Companion Animals will also focus on:

- Appropriate pet selection. Problems that can be avoided by selecting the type of animal, breed, and sex to suit the owner's lifestyle and circumstances.
- Basic health and welfare principles. Regular exercise, proper nutrition, water and shelter are crucial to the maintenance of animal health. Health care practices, such as worming and vet check-ups must be maintained.
- Permanent identification (microchipping) and registration.

Secure confinement & Environment Enrichment

Confining an animal reduces its risk of causing harm. For example almost all dog attack incidents are as a consequence of a dog having escaped its owner's property. In addition, effective confinement reduces the risk of the animal suffering serious harm or death by misadventure (e.g struck by vehicle). While for dogs there is a legal requirement for confinement, there is the consideration of combating the boredom and frustrations that animals may feel while their owner is absent.

Environmental enrichment is the inclusion of cognitive, dietary, physical, sensory and social stimuli to relieve boredom and frustration. If an animal is kept busy, it is less frustrated, less reactive and less of a potential nuisance (barking, roaming and attacking).

Socialisation & Training

Early socialisation and training of animals is important to allow exposure to different stimuli in the local environment (children/elderly people, other animals, noise, movement etc.) Dog training is encouraged to ensure that owners have control of their pets in public or private places.

Goals

- To improve community awareness of the importance of safety around animals.

- To encourage further education regarding responsible pet ownership.
- Improve community awareness of the value of microchipping and registration.
- To promote the de-sexing of animals.
- To encourage animal owners to provide mental and physical challenges for their animals improving the welfare of their animals and reducing negative impacts on the community.

Dog Exercise Areas

There are a number of locations where the Act (sections 13 & 30) prohibit cats and dogs including:

- In or within 10 meters of a children's play area
- Food preparation or consumption areas (unless it is in a public thoroughfare such as a road, footpath or pathway)
- Recreation and public bathing area where dogs are declared to be prohibited
- School grounds and childcare centres (unless with the permission of the controlling school/centre)
- Shopping centres (unless secured in a vehicle, with the permission of the person controlling the place or going to or from a Veterinary practice or pet shop)
- Wildlife protection area.

Dogs and cats are prohibited in all National Parks and from some recreational areas such as sporting fields or other public places.

Council is required to provide at least 1 off leash area, however people using these facilities must have control of their animals, e.g. the animal must be able to respond on command. Currently Council has designated 2 off leash areas in the shire. All the areas are accessible 24 hours per day.

The areas are as follows:

- Willis Reserve, Hay Street Crookwell (Annexure 2)
- Endeavour Park (excluding main oval), Nelanglo Street Gunning. (Annexure 3)

Goals

- To promote and provide opportunities for dogs to socialise with other dogs and humans
- Increase exercise opportunities for the benefit and health of dogs and dog owners.
- Increase the awareness of dog training and keeping dogs under effective control.
- To monitor dangerous, restricted any menacing dogs throughout the Upper Lachlan Shire.

3.2 ENFORCEMENT

Council has an active role in ensuring animal owners comply with the Act. Council's Ranger values the opportunity to engage and educate companion animal owners in relation to their responsibility as pet owners. Council resources are prioritised by severity, especially in cases of public safety e.g. aggressive dog behaviour and dog attacks.

Whilst education and voluntary compliance is a high priority, some things should be taken as common practice. These should include, microchipping and registering your dog or cat, walking your dog on a leash when in a public area that is an off leash area and not letting your dog stray. Failure to comply

with these basic requirements will result in the high probability of a penalty infringement notice/s being issued.

The community is consistently reminded through various forms of communication including social media, word of mouth and press releases of these basic laws surrounding pet ownership and responsibility that comes with the honour of owning a pet.

Goals

- To promote the responsibilities of being an owner of a companion animal.
- To promote and enforce appropriate usage of dog exercise areas and responsible pet ownership.
- To maintain links with professional animal industries and to organise activities

4. ENVIRONMENT

4.1 NOISE

The predominant form of noise complaints relating to companion animals is from barking dogs. While all dogs' bark, it those dogs that excessively that require management. Barking dogs account for a large percentage of noise complaints received by Council.

Barking dogs are significant community problem and dog owners are responsible for ensuring that their dog does not create a nuisance by barking. However, an animal barking may be due to: territorial behaviour, boredom, separation anxiety, illness, visual stimuli or teasing.

The noise of cates fighting during the night is reported less frequently but is still a limited source of complaints. Confining cats inside their residence at night to prevent cat fights, noise roaming and hunting is recommended.

Noise complaints if not addressed by owners of animals can be dealt with by Council through the declaration of an animal nuisance order. Under the *Protection of the Environment Operations Act 1997* (for more serious matters) or the *Companion Animals Act 1998*, penalties may be issued for non-compliance.

Council will investigate any animal noise complaint after the complainant has made efforts to speak with the owner/s of the alleged offending animal or sought mediation through the Community Justice Centre. This approach of seeking mediation between the effected parties reduces the requirement of formal regulatory intervention by Council and dramatically reduces vexatious complaints being made where a neighbour dispute is occurring.

Goals

- To educate the community in an endeavour to reduce incidents of nuisance barking.
- To raise awareness of the strategies to reduce dog and cat noise pollution.
- To address community dog and cat noise complaints
- To encourage improvement to neighbourhood relationships

5. MONITORING AND REVIEW

Ongoing monitoring and review of animal management is required. This will ensure strategies and focus will remain relevant, sustainable and in-line with statutory obligations and community expectations.

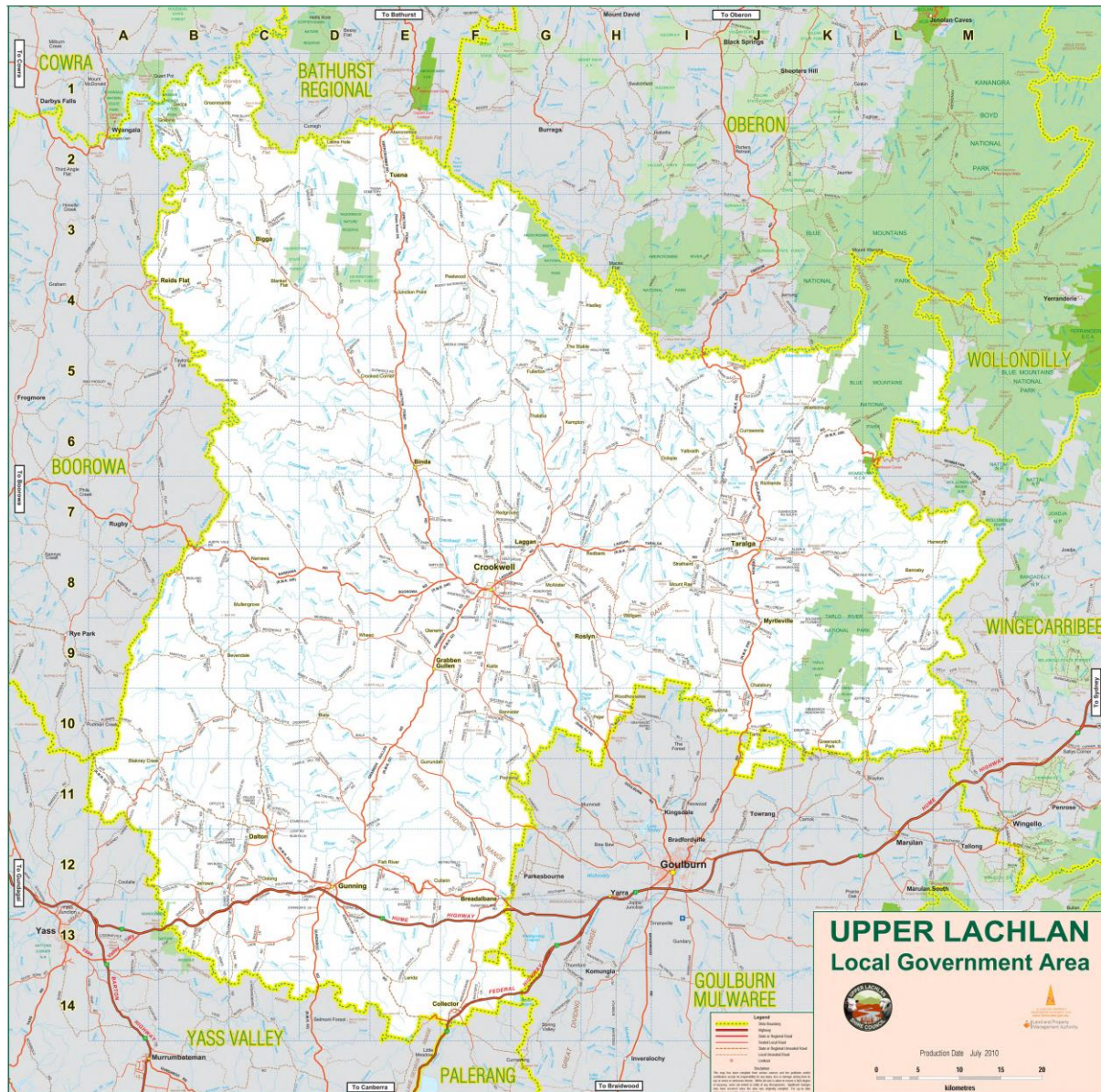
Goals

- To analyse to indicate performance and consider alternative or future strategies
- To seek feedback, via customer service surveys, from customers animal owners
- To network with other local government areas and animal welfare organisations.

6. ANNEXURES

Annexure 1	Map of Upper Lachlan Local Government Area
Annexure 2	Dog 'off leash' area, Willis Reserve, Hay Street Crookwell
Annexure 3	Dog 'off leash' area, Endeavour Park (excluding main oval), Nelanglo Street Gunning

Annexure 1 – Map of Upper Lachlan Shire Local Government Area.



Annexure 2 – Aerial photograph of ‘Off leash’ area, Willis Reserve Hay Street Crookwell



Annexure 3 – Aerial photograph of “Off leash area, Endeavour Park (excluding oval) Nelanglo Street Gunning



From: [REDACTED]
Sent: Tuesday, 26 May 2020 7:19 PM
To: Upper Lachlan Shire Council
Subject: Draft Companion Animal Management Plan 2020

To whom it may concern

I am a rate payer and have a companion dog due to my military service. My concern is that in Gunning there isn't a secure area to have dogs of leads like the one in Goulburn. To just have a off leash area isn't good enough or safe enough as many tourists don't care and let dog roam without being secure when down at the oval.

Regards

Martin Stewart

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

DRAFT COMPANION ANIMAL MANAGEMENT PLAN 2020**POTENTIAL REVENUE SOURCE FROM VISITORS TRAVELLING WITH COMPANION DOGS.**

Council seems unaware of the large number of tourists passing through Crookwell with companion dogs.

Our Caravan Park is pet friendly.

We have a large dedicated off leash Dog Park.

The two venues are connected by a pleasant walk through the Pat Cullen Park and a quiet stretch of unsealed road which is part of a recommended walk around the township.

I meet a lot of these visitors while walking my own dogs and ask if they know about the off leash area.

Most have no idea we have a dog park & ask where to find it.

In addition to providing directions I have to warn them to check for sheep which may need to be evicted and the gate into the neighbouring farm shut before unleashing their dogs.

This rather unconventional approach to keeping the grass mowed tends to discourage all but the bravest of them.

Unfortunately the sheep have no hope of keeping up with the grass.

Perhaps a compromise could be achieved by confining the sheep below a fence half way down the slope & mowing only the top half.

Add a couple more benches and we could have a pleasant area to relax while the dogs play.

It would solve the summer problem of snakes in the long grass which even has the local dog walkers using the sports playing fields as alternative off leash space.

TIE DOWNS IN THE MAIN SHOPPING AREA

Another plus for visitors and locals is somewhere safe to tie their dog while they order food & coffee or grab groceries & the paper.

At present the only safe place to tie your dog is the public seating which seems rather counter productive.

All the posts along the footpath are too close to traffic to be useful.

Two enlightened cafes (CAFE ZESTT & CROWN THEATRE) have already installed tie points & drinking bowls.

With all the thought given to attracting tourists we appear to be ignoring great existing possibilities.

ADVERTISE

PROVIDE DIRECTIONAL SIGNAGE

MAKE CROOKWELL A PET FRIENDLY TOWN

Jenny Readhead
[REDACTED]
[REDACTED]

Ross & Cheryl BERMINGHAM

██████████
CROOKWELL NSW 2583
██████████
██████████

Upper Lachlan Shire
PO Box 42
Gunning NSW 2581

SUBMISSION: Draft Companion Animal Management Plan 2020

We provide the attached submission to the above for your consideration having read in detail the draft.

It is our considered view the draft very adequately presents the obvious legislative perspectives required by council to cover the operational and procedural environment around this matter.

What is lacking is any real aspiration or vision, the qualitative overview, shape or feel necessary for a great plan. This is particularly evident in 3. Community, where there is only passing reference to your responsibility under the *Companion Animals Act 1998* to provide an off-leash area. It is one thing to provide such an area, it is another to do it in a meaningful manner that balances reasonable society expectations. During the Covid-19 crisis you chose to close the park, that deed recognising the social importance of this infrastructure, yet that aspect is basically neglected in this strategy paper.

By any comparative measure, the Crookwell facility in our major township, is woefully inadequate. The benefits of taking a more holistic view, that above merely focussing on core legislative needs is well proven in business and government. Indeed, it is now regarded a core requirement of any sound plan. A strategic plan should be aspirational!

We make no apology to have focussed on dogs in our submission as we know little about cats etc although we would understand their significance to their owners. A great plan would consider and place importance on, and balance shape, feel and qualitative aspects whilst satisfying core legislative requirements.

There is an opportunity to do this whilst establishing this plan for the first time.

Regards



COMPANION ANIMALS – DOGS

GOAL:

To establish the shire as a dog friendly place to visit and to live

RATIONALE:

- Companion dog ownership is found in 38% of the population, 59% of non-owners wanting to own in near futureⁱ
- Amongst owners 91% view their dog as an essential part of the family
- The positive aspects of pet ownership far outweigh the negatives, 90% to 3 %.
- Health benefits well identified in numerous research articles
- Further Refⁱⁱ

CRITICAL SUCCESS FACTORS:

- Provide facilities that encourage people to visit the shire and to use for the welfare of all through progressive design and implementation of infrastructure – A Vision
- Provide an encouraging environment for residents such that they may access the demonstrable benefits, social and health of dog ownership

OBJECTIVES:

1. Establish the shire as a dog friendly town for tourists to visit and to stay
2. Support the benefits of dog ownership through the provision of considered and appropriate quality infrastructure and support

STRATEGY:

1. Extend the draft plan to incorporate qualitative aspects that support companion animal ownership
 - a. Incorporate in the development plan, progressive implementation of facilities within prudent budgetary constraints
2. Promote the shire as a place to own and to visit with your companion animal through the shire web facility and other available media

SAMPLE ACTIONS:

1. Review current infrastructure facilities against what would be reasonably considered minimum requirements implied under the ACT for councils to provide in leash free park facilities, a vision to work toward eg
 - a. Accessible and of suitable size without impacting on neighbours
 - b. An area suitably bounded by secure fencing for safe unleashed activity
 - c. Provision of controlled water facilities to prevent wastage
 - d. Adequately maintained surface that provides a safe place to exercise your dog
2. Extend the plan to incorporate further qualitative aspects for the infrastructure, eg
 - a. Within the dog park recognise the social importance of such an area in the community and for tourists to take a break, by
 - i. Providing seating and tables for gatherings, ref Queanbeyan Palerang Shire facility in photo below



- ii. Recognise the gifted land focusing on cost effective development to better meet its intended purpose, consider shifting the bottom fence line and compliment with tree planting program to enhance its social amenity.



- iii. Recognise the frequency of use of the dog park vs other infrastructure amenities and establish a priority
- b. Water point refreshment station in Goulburn Street near the toilet facilities for both tourist use and dog use, again ref Queanbeyan Palerang Shire facility below



- c. Suitable tie points for dogs near retail stop off points like that provided by Café Zestt, for example, consider outside IGA, JDs, the Tourist Office etc,
- 3. Adequately sign post facilities and mark on shire maps
- 4. Promote the dog friendly aspiration as part of local events, eg the Crookwell Show
- 5. Encourage local businesses, accommodation and cafes with outdoor facilities to provide for companion dogs
- 6. Integrate the new Vision to promote the shire, eg, promote the shire owned camping ground as a suitable accommodation. At the current time, a tourist would have to know as it is not evident anywhere but on a sign in the grounds. Does not come up on any web search, ie it is absent.

ⁱ Pet Industry Association, piaa.net.au/Australian-pet-ownership-statistics, Jan 31, 2018

ⁱⁱ Animal Medicines Australia, *Pets In Australia: A national survey of pets and people*, Newgate Research 2019

12 INFRASTRUCTURE DEPARTMENT

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

13 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

13.1	Delivery Program bi-annual review 2019/2020	220
13.2	Mayoral and Councillors' Remuneration - Local Government Remuneration Tribunal	241
13.3	Review of Council Mobile Telephone Policy	269
13.4	Review of Council Section 356 Financial Assistance Policy	280
13.5	Review of Council Sporting Representation Donations Policy	287

Finance and Administration - 16 July 2020

ITEM 13.1 **Delivery Program bi-annual review 2019/2020**

FILE REFERENCE **I20/264**

AUTHOR **Director of Finance and Administration**

ISSUE

Delivery Program – Principal Activities and Program Actions Report for 2019/2020.

RECOMMENDATION That -

1. Council adopt the Delivery Program Review and the Fit for the Future Action Plan Review Reports for the six month period ended 30 June 2020.

BACKGROUND

The Delivery Program is a four-year plan, accompanied by a complete four-year budget program of works that details what Council will do to implement the Tablelands Regional Community Strategic Plan 2016-2036.

The Delivery Program will be reviewed and updated annually by Council, incorporating community submissions to the program and to ensure the program evolves and remains aligned to Council priorities.

REPORT

Upper Lachlan Shire Council has implemented the Office of Local Government, Integrated Planning and Reporting (IP&R) legislation. Section 404 (5), of the Local Government Act 1993, states “The General Manager must ensure that progress reports are provided to the Council, with respect to the Principal Activities detailed in the Delivery Program, at least every 6 months.”

Attached to this report is a progress review report on Council’s Delivery Program in accordance with the IP&R guidelines for the period of January to June 2020. In addition to above there is a progress review report on the Fit for the Future Council Action Plan.

POLICY IMPACT

Nil

OPTIONS

Nil



FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopt the Delivery Program Review and the Fit for the Future Action Plan Review Reports for the six month period ended 30 June 2020.

ATTACHMENTS

1. 	Delivery Program 30 June 2020 Report	Attachment
2. 	FFF Delivery Program Action Plan 30 June 2020	Attachment

The Delivery Program Actions are integrated with the Tablelands Regional Community Strategic Plan (CSP) Strategies and referenced to a Community Aspiration. Each six month period the General Manager is to provide a progress report with respect to the Delivery Program Actions.

REGIONAL CSP STRATEGIC PILLAR NO.1 - COMMUNITY

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
1.1 - Support the retention of medical and health care facilities in the towns.	Support medical practitioners by providing available community buildings to facilitate health care service provision.	Director of Environment and Planning	Strategy CO1 - Facilitate and encourage equitable access to community infrastructure and services, such as health care, education and transport. 5. People attaining health and wellbeing.	Completed – community buildings are leased to facilitate health care services.
1.2 - Support provision of ageing population services and aged accommodation.	Liaise with government agencies and associated community groups in advocating for adequate aged care services and accommodation.	Director of Environment and Planning	Strategy CO1 - Facilitate and encourage equitable access to community infrastructure and services, such as health care, education and transport. 2. Community liaison to preserve and enhance community facilities.	Completed – ongoing liaison continued. Pending - Disability Inclusion Action Plan priorities are ongoing and review subject to adoption of LSPS and CPP.
1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Implementation of actions identified in the Social and Community Plan, Cultural Plan and Ageing Strategy.	Directors of Environment and Planning & Finance and Administration	Strategy CO3 - Foster and encourage positive social behaviours to maintain our safe, healthy, and connected community. 6. Resilient and adaptable communities.	In Progress - review of Social and Community Plan to be undertaken following adoption of LSPS and CPP. Cultural Plan will be reviewed in 2020, cultural grant funding program implemented.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
1.4 - Retain the youth population demographic and provide appropriate facilities.	Number of consultations held with youth groups. Continue support of the Youth Committees.	Director of Environment and Planning	Strategy CO2 - Encourage and facilitate active and creative participation in community life. 2. Community liaison to preserve and enhance community facilities.	Completed – Council in partnership with community organisations provided for Youth week activities in 2020.
1.5 - Lobby for retention of education facilities.	Advocate for education facilities from pre-school to high school to be retained in the Shire's towns.	General Manager	Strategy CO1 - Facilitate and encourage equitable access to community infrastructure and services, such as health care, education and transport. 2. Community liaison to preserve and enhance community facilities.	Completed - continue advocacy to retain current education facilities and Council support to local schools and school activities by donations and work experience placements for school students.
1.6 - Protect significant heritage sites to preserve the diverse history of the Shire.	Number of heritage sites receiving funding over three year program.	Director of Environment and Planning	Strategy CO4 - Recognise and celebrate our diverse cultural identities, and protect and maintain our community's natural and built cultural heritage. 1. A built environment enhancing the lifestyle of a diverse community.	Completed - 2 heritage projects received grant funding and completed their projects 2019/2020.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
1.7 - Social inclusion for all disparate communities.	Provision of recreational opportunities and upgrade to existing public recreational facilities within the Shire towns.	Director of Infrastructure	Strategy CO5 - Maintain our rural lifestyle. 6. Resilient and adaptable communities.	Completed – Clifton Park, Crookwell and Goodhew Park, Taralga new BBQ/shelter and picnic tables. Outdoor gymnasium at Taralga, Collector, Dalton and Gunning.
1.8 - Manage and upgrade Council's public buildings and community centres.	Preparation and review of Council buildings and strategy on future arrangements in consultation with appropriate Section 355 Committees.	Director of Environment and Planning	Strategy CO4 - Recognise and celebrate our diverse cultural identities, and protect and maintain our community's natural and built cultural heritage. 2. Community liaison to preserve and enhance community facilities.	Completed – support to Section 355 Committees is being provided. Breadalbane Hall new patio and pergola project. Pending - Building Plans of Management are being established.
1.9 - Encourage recreational, cultural and leisure activities while maintaining public safety standards.	Provide funding for existing library and swimming pool facilities. Also, manage animal control and sporting grounds activities.	All three Council Department Directors	Strategy CO2 - Encourage and facilitate active and creative participation in community life. 2. Community liaison to preserve and enhance community facilities.	Completed – “Active Villages” lighting for Crookwell soccer grounds. New play equipment Goodhew Park. Completed – annual animal control report submitted OLG. Report on swimming pools to be provided at July 2020 Meeting.

REGIONAL CSP STRATEGIC PILLAR NO.2 - ENVIRONMENT

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
2.1 - Address environmental degradation issues, i.e. noxious weeds control.		Review of Biosecurity Management Strategy.	Director of Environment and Planning	Strategy EN2 - Adopt environmental sustainability practices. 3. A healthy natural environment.	In Progress - review of strategy and consultation required implementation of the Biosecurity Act, Regional Plan and establish Local Plan.
2.2 - Promote environmentally sustainable developments (ESD).		Review, update and implementation of Upper Lachlan Local Environmental Plan (LEP) and Development Control Plans (DCP).	Director of Environment and Planning	Strategy EN4 - Maintain a balance between growth, development and environmental protection through sensible planning. 4. A prosperous economy with the balanced use of our land.	In Progress – Upper Lachlan LEP Planning Proposals have been submitted to Department of Planning and Environment.
2.3 - Promote use of green and renewable energy.		Council promote alternate energy source initiatives.	Director of Environment and Planning	Strategy EN5 - To investigate and implement approaches to reduce our carbon footprint. 3. A healthy natural environment.	Completed - Council partnered with OEH State Government on an energy masterplan of council buildings.
2.4 - Pursue Section 94A Development Contribution payments for all State Significant - Designated Developments.		Council is to manage and distribute the funds through a Section 355 Committee of Council.	Director of Environment and Planning	Strategy EN1 - Protect and enhance the existing natural environment, including flora and fauna native to the region. 1. A built environment enhancing the lifestyle of a diverse community.	Completed - 4 Community Enhancement Funds operate as Committees of Council distributing funds to community groups.
2.5 - Support land care initiatives to restore and beautify natural resources.		The waterways sustain natural ecosystems through the expansion of willow removal and catchment programs.	Director of Environment and Planning	Strategy EN3 - Protect and rehabilitate waterways and catchments. 2. Community liaison to preserve and enhance community facilities.	Completed – support is provided for land care groups within the Shire.

REGIONAL CSP STRATEGIC PILLAR NO. 3 - ECONOMY

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
3.1 - Ensure financial viability of Council.		Long-term Financial Planning (LTFP) model implemented. Fit for the Future Action Plan implemented in relation to sustainability.	Director of Finance and Administration	Strategy EC4 - Foster and develop a diverse, adaptive, and innovative agricultural industry. 7. Responsible and efficient use of resources.	Completed – LTFP adopted in June 2019. Achieved 6 Fit for Future benchmarks in 2018/2019. Operating surplus result achieved in preceding 11 years.
3.2 – Prudent financial management.		Complete implementation of the Internal Audit Strategy and Plan. Achieve key financial benchmarks.	Director of Finance and Administration	Strategy CO5 - Maintain our rural lifestyle. 8. Transparent and accountable governance.	Completed – 2 internal audit projects completed by Grant Thornton in 2020.
3.3 - Encourage sustainable population growth and provision of associated infrastructure.		1. Implementation of Southern Tablelands Regional Economic Development Strategy (REDS). 2. Development of local Business and Economic Development Strategic Plan dovetails into REDS priorities.	Director of Environment and Planning	Strategy EC1 - Capitalise on the region's close proximity to Canberra and its position as a convenient location to attract industry and investment. 4. A prosperous economy with the balanced use of our land.	Completed - implementation of REDS. Completed – an Upper Lachlan Economic Development Strategy has been completed to compliment REDS.
3.4 - Assist facilitation of employment opportunities.		Number of contacts with existing businesses and grant application preparation resources provided to assist businesses.	Director of Finance and Administration	Strategy EC5 - Encourage collaboration between businesses, government, and training providers to develop employment and training opportunities for young people in the region. 7. Responsible and efficient use of resources.	Completed – Grant Project Report provided to Council meetings. Crookwell VIC has worked proactively with local businesses on business promotion and local area marketing.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
3.5 - Encourage and support viable local businesses.	<p>Deliver on tourism member and non-member benefits program.</p> <p>Tourism section is to prepare two business promotions annually.</p>	Director of Finance and Administration	<p>Strategy EC3 - Support and foster conditions that enable local and small/home-based businesses to grow.</p> <p>4. A prosperous economy with the balanced use of our land.</p>	<p>In Progress - supporting local businesses by operating an accredited VIC, conducting ongoing co-operative marketing both online and offline. Visit Upper Lachlan website linked to Australian Tourism data warehouse and optimised for all devices. New Destination Guide launched in March 2019.</p>
3.6 - Promote tourism opportunities and community events.	Marketing and promotion is timely, professional, informative and responsive to user needs. Capitalise on Canberra Region brand opportunities.	Director of Finance and Administration	<p>Strategy EC2 - Jointly develop appropriate tourism opportunities and promote the region as a destination.</p> <p>2. Community liaison to preserve and enhance community facilities.</p>	<p>In Progress – ULTA is working with CRJO, Destination NSW and Tourism ACT to promote and develop the Canberra region and the Southern Tablelands in the Destination Southern NSW Destination Management Plan 2018-2020.</p>

REGIONAL CSP STRATEGIC PILLAR NO. 4 – INFRASTRUCTURE

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.1 - Improve local road and regional road transport networks.		Manage road assets to ensure public safety. Road Hierarchy reviewed and reported to Council. Pavement rehabilitation regional roads.	Director of Infrastructure	Strategy IN3 - Maintain and improve road infrastructure and connectivity. 7. Responsible and efficient use of resources.	In progress – Capital and maintenance works undertaken on Regional and Local Roads in accordance with schedule published on Council's website.
4.2 - Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.		Asset Management Plans and Asset Strategies by each Asset Class are developed and recommendations implemented.	Director of Infrastructure	Strategy IN4 - Maintain and update existing community facilities, and support the development of new community infrastructure as needed. 2. Community liaison to preserve and enhance community facilities.	In Progress – asset Data being collated for asset registers to be completed with field data collection and update to the condition rating records for asset revaluation 2019/2020.
4.3 - Bitumen seal all urban streets in towns.		Prepare 4 year road capital works program budget and review works priorities annually.	Director of Infrastructure	Strategy IN3 - Maintain and improve road infrastructure and connectivity. 1. A built environment enhancing the lifestyle of a diverse community.	Not completed – Four year capital road works budget programmed and works have commenced. Delays in capital work projects due to the emergency bridge related works.
4.4 - Develop town main street and CBD beautification programs.		Town's main street beautification improvement programs and street cleaning. Streetscape Plan development and implementation in coordinated manner.	Director of Infrastructure	Strategy IN2 - Improve public transport links to connect towns within the region and increase access to major centres. 2. Community liaison to preserve and enhance community facilities.	Completed - Town and village streetscape project of installation of bins, noticeboards and seating.

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.5 - Lobby for improved mobile telephone and broadband services.		To ensure regional and rural areas are included in the roll out of Federal Government technological initiatives.	Director of Infrastructure	Strategy IN7 - Secure improvements for, and future proof, telecommunications infrastructure. 1. A built environment enhancing the lifestyle of a diverse community.	In Progress – new mobile phone towers to be funded for Tuena and Wombeyan Caves. Lobbying for provision of towers at Snowy Mount and Curraweela is continuing. NBN services now provided to Crookwell.
4.6 - Improve water supply and sewerage facilities to towns.		Implement town water supply and sewerage improvement programs.	Director of Infrastructure	Strategy IN5 - Ensure high quality water supply options for the towns in the region. 2. A healthy natural environment.	In Progress - sewer plant repairs in Crookwell. A new solar power system water treatment plant to be investigated for Crookwell and Taralga. Taralga STP alternative discharge system has been installed and commissioned.
4.7 - Provide waste pickup service for towns and villages and reduce the amount of waste going to landfills.		Council provide a strategy for future waste service provision. Implement improvement works to Crookwell landfill/waste centre and the village waste transfer stations to ensure compliance with EPA guidelines.	Director of Infrastructure	Strategy IN6 - Implement safe, accessible, and efficient management and recycling options for general waste, green waste, and sewage. 7. Responsible and efficient use of resources.	In Progress - All landfills have been converted into transfer stations. Capping system designs for Crookwell Landfill have been completed and EPA water discharge issues to be addressed. Capping system designs for other landfill sites will be completed in 2020/2021.

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.8 – Actively seek funding for the Goulburn to Crookwell Rail Trail concept.		Joint Goulburn Mulwaree and Upper Lachlan Shire Councils Committee formed. Feasibility Study to be completed. Project estimates to be completed. Council to pursue grant and other funding options to facilitate the development of a rail trail.	Director of Infrastructure	Strategy EC2 - Jointly develop appropriate tourism opportunities and promote the region as a destination. Strategy IN4 - Maintain and update existing community facilities, and support the development of new community infrastructure as needed. 4. A prosperous economy with the balanced use of our land.	In Progress - Committee formed. Regional Economic Impact Assessment completed. Lobbying for funding opportunities is continuing.
4.9 - Develop new and upgrade existing footpaths and cycleway networks.		Implementation of the Pedestrian Access and Mobility Plan (PAMP) to create links to community services in conjunction with NSW Government Stronger Country Communities Fund program.	Director of Infrastructure	Strategy IN4 - Maintain and update existing community facilities, and support the development of new community infrastructure as needed. 1. A built environment enhancing the lifestyle of a diverse community.	Completed - Stronger Country Communities grant funding for footpath construction projects. Construction of new pathways in Taralga, Laggan, Gunning, Bigga and Collector footpath works. Installed Pat Cullen Reserve walkway and Gunning Showground recreation pathway.
4.10 - Upgrade stormwater and kerb and guttering in towns.		Stormwater Management Plans created and recommendations progressively implemented in a 4 year capital works budget.	Director of Infrastructure	Strategy IN3 - Maintain and improve road infrastructure and connectivity. 2. A healthy natural environment.	In Progress - Locations requiring improvements are identified in the Flood Risk Study. Funding application approved for a flood warning system.

Delivery Program Actions	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
4.11 - Progressively replace timber bridges on local and regional roads.	Prepare and implement a 10 year bridge replacement program with funding model in Long Term Financial Plan.	Director of Infrastructure	Strategy IN2 - Improve public transport links to connect towns within the region and increase access to major centres. 7. Responsible and efficient use of resources.	In Progress - Abercrombie River MR256 bridge, Harley Road and Julong Road bridge replacements are completed. Kiamma Creek MR248E bridge construction well advanced.
4.12 - Flood Risk Management Plans created for Crookwell, Gunning, Taralga and Collector.	Implementation of Flood Risk Management Plan recommendations.	Director of Environment and Planning & Director of Infrastructure	Strategy EN4 - Maintain a balance between growth, development and environmental protection. 4. A prosperous economy with the balanced use of our land.	Pending - Flood Risk Management Plan and Study recommendations are yet to be implemented.
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.	Pursue grant funding opportunities that deliver on the pursuit of regional economic growth benefits. Improve road infrastructure assets with potential to stimulate the local economy.	Director of Infrastructure	Strategy IN3 - Maintain and improve road infrastructure and connectivity. Strategy EC2 - Jointly develop appropriate tourism opportunities and promote the region as a destination. 4. A prosperous economy with the balanced use of our land.	In Progress - commenced Grabine Road reconstruction and sealing. Pending - Council received grant funding for Wombeyan Caves Road MR258 work yet to commence. Grant application prepared for MR256 Tablelands Way.
4.14 - Progressively bitumen seal all classified roads; i.e. unsealed regional road MR241 Rye Park-Dalton Road.	Reductions in classified roads gravel sections. Improvement in road network condition rating to ensure public safety. Lobby other levels of government for grant funding.	Director of Infrastructure	Strategy IN3 - Maintain and improve road infrastructure and connectivity. 7. Responsible and efficient use of resources.	Completed – Council was unsuccessful in receiving grant funding for Rye Park Road MR241.

REGIONAL CSP STRATEGIC PILLAR NO.5 – CIVIC LEADERSHIP

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
5.1 - Participate in resource sharing initiatives.		Report projects to Council every year. Achieve annualised \$ savings through participation in Canberra Region Joint Organisation projects and Central West Joint Organisation procurement contracts.	General Manager	Strategy CL3 - Collaborate and cooperate to achieve efficiencies and a greater voice in regional decision-making, and encourage similar cooperation across other sectors and community groups. 7. Responsible and efficient use of resources.	Completed - participation in Canberra Region JO; Legal Services panel contract and Contaminated Lands Officer. Central West JO procurement projects. Contracts: Bulk Fuels and Copyright Licencing.
5.2 - Lobby other levels of Government for increased share of funding distribution.		NSW Government implement a Grants Commission review and amendment to financial assistance grants (FAG) distribution to rural councils.	General Manager	Strategy CL2 - Encourage and facilitate open and respectful communication between the community, the private sector, Council, and other government agencies. 8. Transparent and accountable governance.	Completed - lobbying continuing through Canberra Region JO and meetings with Government Ministers, NSW Government Deputy Premier. No changes have been legislated for FAG grant distribution.
5.3 - Promote community engagement and involvement in decision making processes.		Number of Community Outreach Meetings and program outcomes achieved. Community Survey undertaken every four years. The "Voice" Council newsletter publication distributed quarterly.	General Manager	Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community. 6. Resilient and adaptable communities.	Community outreach meetings cancelled in 2020 due to COVID-19 pandemic. Community Survey completed in March 2019 The "Voice" produced quarterly and regular media releases are produced online.

Delivery Actions	Program	Performance Measures	Responsibility	CSP Strategy and Aspiration	Progress Report
5.4 - Leadership and commitment to integrated planning and reporting (IP&R).		Council's IP&R documents clearly articulate the Council's direction across all strategy platforms and performance management efficiency is evident to the community.	General Manager	Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community. 8. Transparent and accountable governance.	Completed - IP&R documentation completed for 2019/2020.

FIT FOR THE FUTURE – COUNCIL ACTION PLAN PROGRESS REPORT – 30 JUNE 2020

SUSTAINABILITY ACTION PLAN				
Objective	Strategies	Actions	Key milestones	Progress Report
1. Secure additional revenue to keep Council's operating performance ratio well above the benchmark and ensure funding for renewal of road network assets	Consideration of implementing a Special Rate Variation	<ol style="list-style-type: none"> 1. Notify community of intention to apply for SRV 2. Community consultation and engagement 3. Notify IPART of intention to apply 4. Submit application to IPART 5. Fund infrastructure renewal of its road network assets 	<p>Commencement in 2021</p> <p>Community engagement and support for the proposal is achieved</p>	<i>No action – a Council Resolution is necessary for a Special Rate Variation application.</i>
2. Drive cost savings through procurement	Implementation of a Best Practice in Procurement Program	<ol style="list-style-type: none"> 1. Procurement Roadmap - Arc Blue 2. Review Procurement Action Plan and policies 3. Implement internal audit recommendations for Procurement and Contract Management 	<p>Utilisation of LGP Vendor Panel and TenderLink</p> <p>Canberra Region Joint Organisation (CRJO) procurement working group committee reports to management</p>	<p><i>Contracts Register implemented in 2018.</i></p> <p><i>LGP vendor panel and TenderLink are utilised by Council. Council Purchasing - Acquisition of Goods and Services Policy to be reviewed in 2020.</i></p> <p><i>Canberra Region JO and LGP procurement meetings held.</i></p>

Objective	Strategies	Actions	Key milestones	Progress Report
3. Maintain diverse income streams through state roads contract	Retention and provision of Roads and Maritime Services (RMS) Routine Maintenance Council Contract (RMCC)	<ol style="list-style-type: none"> 1. Maintain existing high standard rating for road works in Contractor Performance Report 2. RMCC Benchmarking 	<p>RMS rating maintained satisfactory or better</p> <p>RMCC commenced in 2008</p> <p>State Roads Work Orders projects comply with RMS compliance program</p>	<p><i>RMCC accreditation retained and Contractor Performance Reports are satisfactory.</i></p> <p><i>Council to action RMS RMCC 2019 audit findings. Actions include: Council System Management Plan (CSMP) will be completed 31 July 2020. Individual Project Quality Management Plans and WHS Environmental Management Plans to be completed by 31 August 2020.</i></p>
4. Maximise diverse income streams through private works	Provision of road reconstruction contracted private works for renewable energy developments	<ol style="list-style-type: none"> 1. Review pricing structures for private works which are in demand at profitable rates 2. Cost of service is transparent and in accordance with the National Competition Policy Guidelines 	Remain competitive with the private sector and to secure contract works for road reconstruction	<p><i>Council is meeting all NCP Guidelines and private works rates incorporated into Council Revenue Policy.</i></p>

INFRASTRUCTURE AND SERVICE MANAGEMENT ACTION PLAN				
Objective	Strategies	Actions	Key milestones	Progress Report
1. Implement best practice asset management reporting	Asset Management Improvement Program	<ol style="list-style-type: none"> Review Asset Management and Risk Plan, strategies and policies Review of Council Infrastructure Plan – define community service level set by Council for asset maintenance 	<p>Asset Management Plans identify asset service standards</p> <p>Infrastructure asset classes valuation at fair value</p> <p>Ensure asset condition standards are maintained above Condition 5</p>	<p><i>Infrastructure Plan reviewed and adopted by Council in June 2020.</i></p> <p><i>Asset Condition Rating System will be developed by Council Infrastructure Department in 2020/2021 to enable evidence based Asset Management Plans using ISO55000.</i></p> <p><i>Council Asset and Design team preparing Infrastructure asset classes fair valuation for 2019/2020 Financial Statements audit by 31 August 2020.</i></p>
2. Secure funding for asset renewals	Utilise borrowing capacity to invest in infrastructure renewal projects – Timber Bridge Replacement Program	<ol style="list-style-type: none"> Review Council Borrowings/Loans Policy Council Long Term Financial Plan priority bridge replacement schedule 	<p>Commencing loan financing arrangements with Financial Institutions</p> <p>Utilise NSW Government borrowings scheme funding</p>	<p><i>New loan in 2019/2020 for \$3.3 million accepted by Council for the local roads timber bridge replacement program.</i></p> <p><i>Council has approved loan borrowings in 2020/2021 of \$1.7 million for further timber bridge replacements.</i></p> <p><i>Future borrowings program is incorporated into the Council Delivery Program.</i></p>

Objective	Strategies	Actions	Key milestones	Progress Report
3. Minimise potential public liability incidents	Utilise Statewide Mutual Best Practice Guidelines and achieve industry benchmarks for risk management practices	<ol style="list-style-type: none"> 1. Review Risk Management Plan and Policy 2. Review Safe Work Method Statements for high risk priorities 	<p>Risk Management Action Plan (RAMP) approved and adopted by Council annually by June</p> <p>Safe Work Method Statements (SWMS) reported to WH&S Committee every 6 months</p>	<p><i>RAMP approved by Council management and reviewed by Statewide Mutual for 2019/2020.</i></p> <p><i>SWMS progressively reviewed and reported to the Council WH&S Committee.</i></p>
4. Maintain assets in satisfactory condition to meet community expectations	Evaluation of asset utilisation and rationalisation	<ol style="list-style-type: none"> 1. Review of Council Infrastructure Plan 2. Recommendations from Grant Thornton Building and Asset internal audit. 	<p>Condition Report prepared for Council owned building assets and maintenance action plan approved</p>	<p><i>The Building and Asset Management Internal Audit Action Plan is being implemented and was reported to Audit, Risk and Improvement Committee in September 2018.</i></p> <p><i>Asbestos Management Plan and Register completed and repairs made at Council buildings. Buildings condition register developed.</i></p> <p><i>Building improvements included in Council Delivery Program. Establishment of trade services contract.</i></p>

EFFICIENCY ACTION PLAN				
Objective	Strategies	Actions	Key milestones	Progress Report
1. Understand how the organisation is performing	Benchmark Upper Lachlan with other Councils Local Government Professionals Australia (LGPA) – Performance Excellence Program Report	<ol style="list-style-type: none"> 1. Identify trend analysis of operational cost centres and functional service areas of Council 2. Performance tool for benchmarking by senior management of operational efficiencies of individual cost centres 	Management Tool - annual benchmarking	<i>Benchmarking completed and report tabled to MANEX.</i>
2. Continue to collaborate regionally	Be an active partner in the Canberra Region Joint Organisation of Councils (CRJO)	<ol style="list-style-type: none"> 1. Implementation of a CRJO Strategic Plan 2. CRJO Strategic Plan aligned with Quadruple Bottom Line principles 3. Intergovernmental collaboration; i.e. ACT Government and NSW State Government 	<p>Implementation after JO Pilots, JO commence in July 2018</p> <p>Formulation of an effective and efficient governance structure to oversee implementation, review and evaluation in CRJO</p> <p>CBR branding to support tourism and economic development throughout the region</p>	<p><i>Upper Lachlan Shire Council is within the Canberra Region Joint Organisation (CRJO)</i></p> <p><i>CRJO Strategic Plan 2019-2021 launched.</i></p> <p><i>Intergovernmental collaboration is continuing with ACT Government.</i></p> <p><i>Canberra Region “The Tablelands” branding and website is continuing.</i></p>

Objective	Strategies	Actions	Key milestones	Progress Report
3. Continuously improving the quality and efficiency of all of Council's services	Undertake four year rolling program of service reviews as part of Council's Delivery Program	<ol style="list-style-type: none"> 1. Develop four year program of service reviews, with a focus on those services of greatest cost to the organisation 2. Update Delivery Program to incorporate the service review program 3. Implement program annually 4. Report outcomes through the 6 month Delivery Program report and update Long Term Financial Plan annually to reflect any savings or changes 	<p>Program established and Delivery Program updated</p> <p>6 Monthly Delivery Program Report to include service review progress and outcomes</p> <p>Annual update of Council's Long Term Financial Plan</p> <p>Implementation of Internal Audit Plan by Grant Thornton Australia over 4 year period to 2019/2020</p>	<p><i>Delivery Program was approved by Council in June 2020.</i></p> <p><i>Delivery Program action report completed every six months.</i></p> <p><i>Long Term Financial Plan was approved by Council in June 2020.</i></p> <p><i>Internal audit projects undertaken in 2020. The "Business Continuity Management System" audit and "Regulatory Compliance Framework" audit reviews completed by Grant Thornton.</i></p>
4. Improve efficiency through technological advancement	Provide innovative and leading technology interface	<ol style="list-style-type: none"> 1. Enhanced use of technology particularly in the area of staff remote and on-line customer access 2. Implement a Unified Telecommunications solution 3. Customer Request Management System 	<p>Establishment of Development Assessment (DA) Tool</p> <p>Implementation of Integrated Unified Telecommunications System</p>	<p><i>In progress - NSW Planning Portal functionality and DA Lodgement scheduled to commence 1 July 2021.</i></p> <p><i>Microwave communications link is completed.</i></p>

				<i>CRM on-line system integration project is completed.</i>
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Finance and Administration - 16 July 2020

ITEM 13.2 Mayoral and Councillors' Remuneration - Local Government Remuneration Tribunal

FILE REFERENCE I20/263

AUTHOR Director of Finance and Administration

ISSUE

Providing details on the 2020 Annual Report and Determination of the Local Government Remuneration Tribunal.

RECOMMENDATION That -

1. Council notes the determination of annual fees by the Local Government Remuneration Tribunal for Councillors and Mayors and resolves to set a fee structure for the period 2020/2021 being, Councillors Annual Fee of \$12,160.00 and a Mayoral Fee of \$26,530.00.

BACKGROUND

The 2020 Annual Report and Determination of the Local Government Remuneration Tribunal in respect of fees for councillors and Mayors is now available. Attachments to this report are the Report from the Local Government Remuneration Tribunal and Circular 20-23 from the Office of Local Government.

REPORT

Section 239, of the *Local Government Act 1993*, requires the Tribunal to determine the categories of councils and Mayoral offices. Upper Lachlan Shire Council remains a General Purpose Council – Non-metropolitan – Rural.

Section 241, of the *Local Government Act 1993*, requires the Tribunal to determine the maximum and minimum amount of fees to be paid to mayors and councillors, as well as chairpersons and members of county councils. The Local Government Remuneration Tribunal's Report and Determination of 2020 provided a general increase of 0%.

Pursuant to Section 239 and 241, of the *Local Government Act 1993*, the Local Government Remuneration Tribunal has reported and determined the categories for councils, county councils and Mayoral officers and the maximum and minimum amount of fees to be paid during the period 1 July 2020 to 30 June 2021, to Mayors and councillors of councils.

Sections 248 and 249, of the *Local Government Act 1993*, require councils to fix and pay an annual fee based on the Tribunal's determination for the 2020/2021 financial year.

Finance and Administration**MAYORAL AND COUNCILLORS' REMUNERATION - LOCAL GOVERNMENT
REMUNERATION TRIBUNAL cont'd**

	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
General Purpose Councils - Non-metropolitan	Minimum \$	Maximum \$	Minimum \$	Maximum \$
Regional Strategic Area	18,430	30,410	39,160	88,600
Regional Centre	13,820	24,320	28,750	60,080
Regional Rural	9,190	20,280	19,580	44,250
Rural	9,190	12,160	9,780	26,530*

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

The 0% increase has been determined for the 2020/2021 financial year and the fee expenses are included within the 2020/2021 Operational Plan.

RECOMMENDATION That -

1. Council notes the determination of annual fees by the Local Government Remuneration Tribunal for Councillors and Mayors and resolves to set a fee structure for the period 2020/2021 being, Councillors Annual Fee of \$12,160.00 and a Mayoral Fee of \$26,530.00.

ATTACHMENTS

1. ↓	OLG - Circular 20-23 - 2020-21 Determination of the Local Government Remuneration Tribunal	Attachment
2. ↓	LG Remuneration Tribunal 2020 Annual Determination.pdf	Attachment



Office of
Local Government

Circular to Councils

Circular Details	20-23 / 22 June 2020 / A707486
Previous Circular	19-07 2019/20 <i>Determination of the Local Government Remuneration Tribunal</i>
Who should read this	Councillors / General Managers
Contact	Council Governance Team/ 02 4428 4100/ olg@olg.nsw.gov.au
Action required	Councils to Implement

2020/21 Determination of the Local Government Remuneration Tribunal

What's new or changing

- The Local Government Remuneration Tribunal (the Tribunal) has determined that there will be no increase in mayoral and councillor fees for the 2020/21 financial year.
- The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the *Local Government Act 1993* (the Act). The Tribunal last undertook a significant review of the categories in 2017 and has undertaken a review as part of its 2020 determination.
- For the Metropolitan group the Tribunal has determined to retain the existing categories and has amended the population criteria applicable to Metropolitan Large and Metropolitan Medium.
- For the Non-Metropolitan group, the Tribunal has determined to:
 - create two new categories - Major Strategic Area and Regional Centre
 - rename one category - Regional City to Major Regional City, and
 - revise the criteria for some of the existing categories to account for the new categories.
- The Tribunal has determined the following categories:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Large	Regional Strategic Area
Metropolitan Medium	Regional Centre
Metropolitan Small	Regional Rural
	Rural

- Each council is allocated into one of these categories based on criteria identified by the Tribunal in Appendix 1 of its determination.

What this will mean for your council

- Sections 248 and 249 of the Act require councils to fix and pay an annual fee based on the Tribunal's determination for the 2020/21 financial year.
- While there is to be no increase in fees paid for the 2020/21 financial year, mayors and councillors in some councils may receive an increase as a result of a change to their council's categorisation.

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-

Key points

- The level of fees paid will depend on the category the council is in.
- A council cannot fix a fee higher than the maximum amount determined by the Tribunal.
- If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

Where to go for further information

- The Tribunal's report and determination is available at www.remtribunals.nsw.gov.au/local-government.
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



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Local Government Remuneration Tribunal

Annual Report and Determination

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

**10 June
2020**

[NSW Remuneration Tribunals website](#)

Local Government Remuneration Tribunal

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Local Government Remuneration Tribunal

Executive Summary

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

In response to the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government (General) Amendment (COVID-19) Regulation 2020* which extends the time for the making of this determination to no later than 1 July 2020.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2017. In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each of those categories as part of the 2020 review.

In reviewing the categories, the Tribunal examined a range of statistical and demographic data and considered the submissions of councils and Local Government NSW (LGNSW). Having regard to that information, the Tribunal has determined to retain a categorisation model which differentiates councils primarily on the basis of their geographic location, and the other factors including population, the sphere of the council's economic influence and the degree of regional servicing.

For the Metropolitan group the Tribunal has determined to retain the existing categories and has amended the population criteria applicable to Metropolitan Large and Metropolitan Medium. For the Non-Metropolitan group, the Tribunal has determined to: create two new categories - Major Strategic Area and Regional Centre; rename one category - Regional City to Major Regional City; and revise the criteria for some of the existing categories to account for the new categories.

In accordance with section 239 of the LG Act the categories of general purpose councils are determined as follows:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

Non-metropolitan

- Major Regional City
- Major Strategic Area
- Regional Strategic Area
- Regional Centre
- Regional Rural
- Rural

Local Government Remuneration Tribunal

Fees

The Tribunal has determined that there will be no increase in the minimum and maximum fees applicable to each existing category. For the new categories, the Tribunal has determined fees having regard to relevant relativities.

Local Government Remuneration Tribunal

Section 1 Introduction

1. Section 239 of the LG Act provides for the Tribunal to determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories. The categories are to be determined at least once every 3 years.
2. Section 241 of the LG Act provides for the Tribunal to determine, not later than 1 May in each year, for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils.
3. In response to the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government (General) Amendment (COVID-19) Regulation 2020* which extends the time for the making of this determination to no later than 1 July 2020.
4. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A (1) of the LG Act, to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission. The current policy on wages is that public sector wages cannot increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.
5. The Tribunal is however able to determine that a council can be placed in another existing or a new category with a higher range of fees without breaching the Government's wage policy pursuant to section 242A (3) of the LG Act.
6. The Tribunal's determinations take effect from 1 July in each year.

Section 2 2019 Determination

7. The Tribunal considered ten requests for re-categorisation. At the time of making the determination the Tribunal had available to it the 30 June 2018 population data. In reviewing the submissions received the Tribunal applied a multi variable approach assessing each council against all the criteria (not only population) for the requested category and the

Local Government Remuneration Tribunal

relativities within the categories.

8. The Tribunal found that the allocation of councils into the current categories was appropriate but again noted that some of those councils seeking to be moved were likely to meet the criteria for re-categorisation in future determinations.
9. The Tribunal's 2019 Determination was made on 15 April 2019 and provided a general increase of 2.5 per cent which was consistent with the Government's policy on wages.
10. The Tribunal's findings for North Sydney was not addressed in the 2019 Determination and is dealt with in Section 3 below.

Section 3 Review of categories

Scope of review

11. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last reviewed the categories during the 2017 annual review.
12. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in section 240 of the LG Act:

"240 (1)

- *the size of areas*
- *the physical terrain of areas*
- *the population of areas and the distribution of the population*
- *the nature and volume of business dealt with by each Council*
- *the nature and extent of the development of areas*
- *the diversity of communities served*
- *the regional, national and international significance of the Council*
- *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government*
- *such other matters as may be prescribed by the regulations."*

13. The Tribunal foreshadowed in the 2019 Determination of its intention to undertake a review of the categories in accordance with the LG Act:

Local Government Remuneration Tribunal

“12. A few submissions have suggested alternative categorisation models. The Tribunal will consider this in detail in the 2020 review. The Tribunal intends to commence the 2020 annual review earlier than usual to ensure there is time to review the existing model and to examine alternatives. The Tribunal is of the preliminary view that a case may exist to revise the number of categories, and their applicable criteria, particularly for regional and rural councils.”

14. The Tribunal wrote to all mayors in October 2019 advising of the commencement of the 2020 review and invited submissions from councils on the following matters:

1. *Proposed classification model and criteria*
2. *Allocation in the proposed classification model*
3. *Range of fees payable in the proposed classification model*
4. *Other matters*

15. The Tribunal also wrote to the President of Local Government NSW (LGNSW) in similar terms, and subsequently met with the President and Chief Executive of LGNSW. The Tribunal thanks the President and Chief Executive for making the time to meet with the Tribunal.

16. The Tribunal also met with the Mayors and General Managers of Central Coast and Maitland Councils and the Tribunal thanks them for making the time to meet with the Tribunal.

Submissions received - categorisation

17. The Tribunal received 38 submissions from individual councils, a submission from LGNSW and a submission from Regional Cities NSW. Most of the submissions addressed the Tribunal’s proposed categorisation model, the allocation of councils into those categories and fees. A summary of the matters raised, and the Tribunal’s consideration of those matters is outlined below.

Proposed classification model and criteria

18. Submissions from 20 councils and LGNSW supported the Tribunal’s proposal to create a new category of Regional Centre for the Non-Metropolitan group and were of the view

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that the range of fees would be somewhere between Regional Strategic Area and Regional Rural.

19. Several submissions from Non-Metropolitan councils proposed alternative changes to the model such as, the merging of the Regional Rural and Rural categories, the creation of a new 'Regional' category and the renaming of Regional City to 'Gateway City' or 'Nationally Significant Regional City'.
20. Four submissions from Metropolitan councils sought the creation of a new Metropolitan category with the title of 'Metropolitan Large – Growth Area' or 'Metropolitan Major'.

Allocation in the proposed classification model

21. The Tribunal proposed to allocate 24 councils in the proposed new category of Regional Centre. Of these 24 councils, 14 provided a submission - 11 councils noted or supported their allocation as Regional Centre and 3 councils sought re-categorisation as Regional Strategic Area.
22. In addition to the 3 councils, another 17 councils sought re-categorisation into one of the categories included in the Tribunal's proposed model or into requested alternative new categories. The 20 re-categorisation requests are addressed in Section 3 – Allocation of councils into categories.

Findings - categorisation

23. The Tribunal acknowledges the significant number of submissions received this year and is grateful for the positive response and effort made in those submissions to comment on the proposed categorisation model and suggest alternatives for consideration.
24. There has been broad support to the Tribunal's proposal to create a new Non-Metropolitan category of Regional Centre and rename Regional City to Major Regional City. On that basis the Tribunal will determine the new category of Regional Centre and rename Regional City to Major Regional City. There have been some new criteria added to the category of Major Regional City to acknowledge the broader national and state focus of these cities which impact upon the operations of the council.
25. After considering the views in submissions the Tribunal re-examined the Non-Metropolitan category of Regional Strategic Area in terms of its criteria and the

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characteristics of the councils allocated into it. The Tribunal concluded that the characteristics of the two councils allocated to this category – Central Coast and Lake Macquarie – were sufficiently different to warrant further differentiation. Central Coast has a population greater than 340,000 making it the third largest council by population in NSW and the sixth largest council by population in Australia. It also has the second largest revenue base of all councils in NSW. Central Coast is a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region. A new category has been created for Central Coast Council and is to be titled Major Strategic Area. The criteria for this category include local government areas with a minimum population of 300,000, and larger scale and scope to those categorised as Regional Strategic Area. There is no change to the population threshold for the category of Regional Strategic Area, however the other criteria have been amended to account for other changes in the Non-Metropolitan group.

26. The Tribunal's preliminary thinking was that no changes to the categories and criteria for Metropolitan and County Councils were warranted. In respect to the categories, the Tribunal continues to hold that view. In respect to the criteria, after considering submissions the Tribunal re-examined the population criteria for both the Metropolitan Medium and Metropolitan Large categories.
27. North Sydney and Willoughby councils again put forward cases for non-resident workers to be included in the population for Metropolitan Medium. To examine this claim more broadly the Tribunal reviewed non-resident working populations across all metropolitan councils. After careful consideration the Tribunal concluded there was a strong case to recognise the impact on councils of serving significant numbers of non-resident workers. The criteria now provide for councils with a non-resident working population of 50,000 or above to move to another category if their combined resident and non-resident working population exceeds the minimum population threshold. The criteria for Metropolitan Medium and Metropolitan Large have been amended as follows:

Metropolitan Large

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

Metropolitan Medium

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

28. In making this determination the Tribunal reviewed the criteria for other Metropolitan categories and found that the current population thresholds are appropriate.

29. The revised model which will form the basis of this determination is as follows:

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

30. The criteria for each of the categories are outlined at Appendix 1. Minor changes have been made to the criteria for some of the existing categories to account for the new categories. As with the previous categorisation model the predominant factor to guide categorisation is population. Other common features of councils within those categories are also broadly described. These criteria have relevance when population alone does adequately reflect the status of one council compared to others with similar characteristics. In some instances, the additional criteria will be significant enough to warrant the categorisation of a council into a group with a higher population threshold.

31. There is no change to the categorisation of county councils.

Allocation of councils into categories

32. In accordance with section 239 of the LG Act the Tribunal is required to allocate each of the councils into one of the categories. The allocation of councils is outlined in Determination No. 1 of Section 6.

33. Twenty (20) submissions received from councils requested re-categorisation and were considered having regard to the case put forward and the criteria for each category.

34. At the time of making the determination the Tribunal had available to it the 30 June 2019 population data released by the Australian Bureau of Statistics (ABS) on 25 March 2020.

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35. A summary of the Tribunal's findings for each of the applications for re-categorisation is outlined in the following paragraphs.

Metropolitan Large Councils

36. Canterbury-Bankstown, Penrith and Blacktown have requested the creation of new categories into which they be re-categorised. Canterbury-Bankstown has requested a new category named 'Metropolitan Major'. Penrith and Blacktown have requested a new category named 'Metropolitan Large – Growth Centre'.
37. The Tribunal considers that Canterbury-Bankstown, Penrith and Blacktown are appropriately categorised as Metropolitan Large.

Metropolitan Medium Councils

38. Inner West has again sought to be re-categorised as Metropolitan Large. The Tribunal outlined in the 2019 determination that Inner West's June 2018 population of 198,024 was below the indicative population of other Metropolitan Large councils, but based on growth predictions it was likely Inner West would meet the minimum population threshold for inclusion in Metropolitan Large in 2020.
39. Inner West's June 2019 population is 200,811 and the council now meets the criteria to be categorised as Metropolitan Large.
40. Ryde has sought to be re-categorised as Metropolitan Large on the basis of the large non-resident working population in the Macquarie Park Business Park (MPBP) precinct, the economic output of the precinct and its array of significant regional services.
41. The Hills has requested the creation of a new category named 'Metropolitan Growth' and that it be categorised into it. Recognition is sought for councils experiencing significant growth. The submission also notes that while Ryde does not meet the residential population criteria for Metropolitan Large it meets the other relevant criteria.
42. As previously discussed, the Tribunal has reviewed the impact of large numbers of non-residents visitors and workers and revised the criteria for Metropolitan Large Councils. Ryde and The Hills have been assessed against the new revised criteria being - *Councils may also be categorised as Metropolitan Large if their residential population combined*

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with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

43. Both Ryde and The Hills have a non-resident working population of more than 50,000 and combined with their resident populations they meet the revised criteria for inclusion in the group of Metropolitan Large councils. Both councils also provide a sphere of economic influence and provide regional services considered akin to those of other metropolitan large councils.

Metropolitan Small Councils

44. Camden, Willoughby and North Sydney have sought to be re-categorised as Metropolitan Medium.
45. The Tribunal outlined in the 2019 determination that Camden's June 2018 population of 94,159 was below the indicative population of other Metropolitan Medium councils, but based on growth predictions it was likely Camden would meet the minimum population threshold for inclusion in Metropolitan Medium in 2020.
46. Camden's June 2019 population is 101,437 and the council now meets the criteria to be categorised as Metropolitan Medium.
47. The Tribunal has previously considered requests from Willoughby and North Sydney Councils to be re-categorised as Metropolitan Medium in 2018 and 2019. Both Councils have populations within the indicative population range for Metropolitan Small councils but well below that of Metropolitan Medium. Both Councils have argued that their scale of operations, degree of regional servicing and high number of non-resident visitors and workers more closely align with the characteristics of Metropolitan Medium Councils.
48. As previously discussed, the Tribunal has reviewed the impact of large numbers of non-resident workers and revised the criteria for Metropolitan Medium Councils. Willoughby and North Sydney have been assessed against the new revised criteria being - *Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.*
49. Both Willoughby and North Sydney have a non-resident working population of more than 50,000 and combined with their resident populations they meet the revised criteria for inclusion in the group of Metropolitan Medium councils. Both councils also meet the

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other criteria having: a significant regional role as the third and fourth biggest CBDs in Sydney after Sydney City and Parramatta; strategic significance as either transport hubs, business, cultural or employment centres.

50. Both North Sydney and Willoughby meet the criteria for re-categorisation as Metropolitan Medium.

Regional City Councils

51. Newcastle and Wollongong have proposed new categories into which they have sought to be re-categorised. Newcastle has proposed a new category named 'Gateway City' and Wollongong a new category named 'Nationally Significant Regional City'.
52. The Tribunal's revised categorisation model re-named the existing category of Regional City to Major Regional City and found no case to adopt the new categories proposed by Newcastle and Wollongong. The Tribunal considers that both councils are appropriately categorised as Major Regional City.

Regional Strategic Area Councils

53. Central Coast has again sought to be re-categorised as Regional City. The council submits that its characteristics are more like Newcastle and Wollongong (Regional City) and substantially different to Lake Macquarie (Regional Strategic Area).
54. Central Coast does not meet the broader criteria applicable to other councils in the category of Major Regional City - being Newcastle and Wollongong. As previously discussed a new category - Major Strategic Area - has been created to recognise the scale and unique position of Central Coast Council to both the Sydney and Hunter regions.

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Regional Rural Councils

55. Bathurst, Maitland, and Shoalhaven noted that under the Tribunal's proposed allocation of councils they would be allocated to the new Regional Centre category, however the three councils sought to be re-categorised as Regional Strategic Area.
56. Bathurst's June 2019 population of 43,618, Maitland's June 2019 population of 85,166 and Shoalhaven's June 2019 population of 105,648 are below the indicative population of Regional Strategic Area councils. The Tribunal considers that Bathurst, Maitland and Shoalhaven are all appropriately categorised as Regional Centre.
57. Bega, Byron and Eurobodalla have sought to be re-categorised to the new Regional Centre category. Bega's June 2019 population of 34,476, Byron's June 2019 population of 35,081 and Eurobodalla's June 2019 population of 38,473 are significantly below the indicative population of Regional Centre councils. These councils have not demonstrated the additional criteria to warrant inclusion in the Regional Centre group.

Rural Councils

58. Muswellbrook and Federation have again sought to be re-categorised as Regional Rural. Muswellbrook's June 2019 population of 16,377 and Federation's June 2019 population of 12,437 are well below the indicative population of Regional Rural councils. Both councils have not demonstrated the additional criteria to warrant inclusion in the Regional Rural group.

Section 4 Fees

59. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
60. The current policy on wages pursuant to section 146C(1)(a) of the IR Act is articulated in the *Industrial Relations (Public Sector Conditions of Employment) Regulation 2014* (IR Regulation 2014). When the Tribunal undertook the annual review the effect of the IR Regulation 2014

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was that public sector wages could not increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.

61. The Tribunal received submissions for consideration during the annual review in late 2019. Those submissions were made prior to the pandemic and overwhelmingly supported a 2.5 per cent increase in the ranges of fees which was consistent with the Government's wages policy at the time. A summary of those submissions is outlined in the paragraphs 62 and 63.
62. The LGNSW submission requested that the Tribunal increase fees by the allowable maximum of 2.5 per cent. The submission also reiterated the long-held view that fees for mayors and councillors are well behind, the current fee structure fails to recognise the work of elected representatives and is inadequate to attract and retain individuals with the necessary skills and experience. Comparative information was again presented in respect to board fees, fees paid to mayors and councillors of councils in Queensland, and salaries for members of Parliament. The LGNSW submission also noted the Tribunal's previous observations that it does not have jurisdiction on the matter of non-payment of superannuation but again invited the Tribunal to make a recommendation to the NSW State Government for councillor remuneration to include a payment for superannuation equivalent to the Superannuation Guarantee.
63. Several submissions sought an increase to the allowable maximum of 2.5 per cent acknowledging the restrictions on the Tribunal from the Government's wages policy. Several submissions sought an increase greater than 2.5 per cent by requesting that fees be aligned to councillor fees in Victoria and Queensland or to NSW members of Parliament.
64. Since receiving and considering those submissions there have been a number of factors which have influenced the Tribunal's views in regard to the annual increase. These include the impact of the bushfires and the current COVID-19 pandemic on the state and federal economies and the wellbeing of our communities.
65. To ensure the Tribunal had sufficient time to consider the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government*

Local Government Remuneration Tribunal

(General) Amendment (COVID-19) Regulation 2020 which extends the time for the making of this determination to no later than 1 July 2020.

66. On 29 May 2020 the Premier, the Hon Gladys Berejiklian MP, made the *Industrial Relations (Public Sector Conditions of Employment) Amendment (Temporary Wages Policy) Regulation 2020*. That regulation amended the IR Regulation 2014 to implement a temporary wages policy, being a 12-month pause on wage increases for public sector employees covered by the IR Act.
67. On 2 June 2020 the amending regulation was disallowed by the Legislative Council. The effect of that disallowance is that the Government's wages policy which provides for increases of up to 2.5 per cent continues to apply.
68. While the Tribunal is required to give effect to the Government's wages policy in the making of this determination, it is open to the Tribunal to determine an increase of up to 2.5 per cent or no increase at all. Given the current economic and social circumstances, the Tribunal has determined that there be no increase in the minimum and maximum fees applicable to each existing category.
69. The minimum and maximum fees for the two new categories of Major Strategic Area and Regional Centre have been set having regard to relevant relativities. The new category of Major Strategic Area has equivalent annual fees to Major Regional City. The new category of Regional Centre has annual fees between those applicable to Regional Strategic Area and Regional Rural. In accordance with the LG Act councils can be placed in a new category with a higher range of fees without breaching the Government's wages policy.

Section 5 Other matters

70. The Tribunal addressed the matter of non-payment of superannuation in the 2019 Determination:

"40. The submission from LGNSW and several councils have again raised the matter of the non-payment of superannuation. The Tribunal addressed this matter in the 2018 determination as outline below and will make no further comment:

Local Government Remuneration Tribunal

“54. The matter of the non-payment of superannuation has been previously raised in submissions to the Tribunal and is not a matter for the Tribunal to determine. Section 251 of the LG Act confirms that councillors are not employees of the council and the fee paid does not constitute a salary under the Act. The Tribunal notes that the Australian Tax Office has made a definitive ruling (ATO ID 2007/205) that allows councillors to redirect their annual fees into superannuation on a pre-tax basis and is a matter for councils (Ref: Councillor Handbook, Oct 2017, Office of Local Government p.69).”

71. By way of clarification, the amount redirected under this ruling is funded from the annual fees as determined by Tribunal – it is not an additional amount funded by the council.
72. The Tribunal notes that the Hon Shelly Hancock MP, Minister for Local Government released the *Councillor superannuation discussion paper* in March 2020, to seek the views of councils and their communities on whether councillors should receive superannuation payments. The deadline for submissions was Friday 8 May 2020.

Conclusion

73. The Tribunal’s determinations have been made with the assistance of the two Assessors - Mr Brian Bell and Mr Tim Hurst. The allocation of councils into each of the categories, pursuant to section 239 of the LG Act, is outlined in Determination No. 1. The maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils, pursuant to section 241 of the LG Act, are outlined in Determination No. 2.

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 10 June 2020

Local Government Remuneration Tribunal

Section 6 Determinations

Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2020

Table 1: General Purpose Councils - Metropolitan

Principal CBD (1)	Major CBD (1)
Sydney	Parramatta
Metropolitan Large (11)	Metropolitan Medium (9)
Blacktown	Bayside
Canterbury-Bankstown	Campbelltown
Cumberland	Camden
Fairfield	Georges River
Inner West	Hornsby
Liverpool	Ku-ring-gai
Northern Beaches	North Sydney
Penrith	Randwick
Ryde	Willoughby
Sutherland	
The Hills	
Metropolitan Small (8)	
Burwood	
Canada Bay	
Hunters Hill	
Lane Cove	
Mosman	
Strathfield	
Waverley	
Woollahra	

Local Government Remuneration Tribunal

Table 2: General Purpose Councils – Non-Metropolitan

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

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

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

Table 3: County Councils

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

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Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2020 are determined as follows:

Table 4: Fees for General Purpose and County Councils

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	27,640	40,530	169,100	222,510
	Major CBD	18,430	34,140	39,160	110,310
	Metropolitan Large	18,430	30,410	39,160	88,600
	Metropolitan Medium	13,820	25,790	29,360	68,530
	Metropolitan Small	9,190	20,280	19,580	44,230
General Purpose Councils - Non-metropolitan	Major Regional City	18,430	32,040	39,160	99,800
	Major Strategic Area	18,430	32,040	39,160	99,800
	Regional Strategic Area	18,430	30,410	39,160	88,600
	Regional Centre	13,820	24,320	28,750	60,080
	Regional Rural	9,190	20,280	19,580	44,250
	Rural	9,190	12,160	9,780	26,530
County Councils	Water	1,820	10,140	3,920	16,660
	Other	1,820	6,060	3,920	11,060

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

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 10 June 2020

Local Government Remuneration Tribunal

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

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

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

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

Major CBD

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

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

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

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

Local Government Remuneration Tribunal

Metropolitan Large

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

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

Other features may include:

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

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

Metropolitan Medium

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

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

Other features may include:

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

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

Metropolitan Small

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

Other features which distinguish them from other metropolitan councils include:

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

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

Local Government Remuneration Tribunal

Major Regional City

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

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

Major Strategic Area

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

Other features may include:

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

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

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

Other features may include:

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

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

Local Government Remuneration Tribunal

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. Other features may include:

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

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

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.
- Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural

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

Other features may include:

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

County Councils - Water

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

County Councils - Other

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

Finance and Administration - 16 July 2020

ITEM 13.3 **Review of Council Mobile Telephone Policy**

FILE REFERENCE **I20/277**

AUTHOR **Director of Finance and Administration**

ISSUE

Review of Council's Mobile Telephone Policy

RECOMMENDATION That -

1. Council adopts the reviewed Mobile Telephone Policy.

BACKGROUND

Nil

REPORT

This report details a review of the Mobile Telephone Policy. The Policy is attached with amendments highlighted in yellow for Council's review.

POLICY IMPACT

This is a review of an existing Council Policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the reviewed Mobile Telephone Policy.

ATTACHMENTS

1. Download	Mobile Phone Policy - Date Adopted 16 March 2017- Resolution 60 17 - Review 2020	Attachment
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POLICY:-	
Policy Title:	Mobile Telephone Policy
File Reference:	F10/618-07
Date Policy was adopted by Council initially:	18 December 2008
Resolution Number:	404/08
Other Review Dates:	15 July 2010, 20 October 2011 and 17 April 2014 and 16 March 2017
Resolution Number:	272/10, 411/11, 96/14 and 60/17
Current Policy adopted by Council:	16 July 2020
Resolution Number:	XXX/20
Next Policy Review Date:	2023

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

RESPONSIBILITY:-	
Policy developed by:	Director of Finance and Administration
Committee/s (if any) consulted in the development of this Policy:	Consultative Committee
Responsibility for implementation:	Director of Finance and Administration
Responsibility for review of Policy:	Director of Finance and Administration

OBJECTIVE

This policy is to establish guidelines for Council officials in the provision and usage of Council owned mobile telephones, smart phones, tablets, or similar types of mobile electronic communications equipment.

Council officials include the elected Mayor, Council senior management, Council employees provided with mobile telephones where necessary for use in undertaking Council services, and appropriately delegated Rural Fire Service employees.

PURPOSE

- Establish guidelines to identify those staff who will be granted access to the use of a Council owned mobile telephone;
- Identify the “standard” of mobile telephone that will be issued to those who have been granted access to the use of a Council mobile telephone;
- Define the permitted use of Council’s mobile telephones while using this technology to improve the delivery of Council services; and,
- Outline the procedures for payment and reimbursement of mobile telephone accounts.

POLICY STATEMENT

All Council employees have a responsibility to be ethical and efficient in their official use of Council property and resources. **Part 8.13**, of the Upper Lachlan Shire Council Code of Conduct outlines responsibilities in relation to the use of Council resources.

The General Manager and Departmental Directors are responsible to ensure the continued understanding of the policy and its protocols by relevant Council staff.

Mobile telephones are public resources provided to staff for business purposes and all staff have a responsibility for the equipment safety and to ensure their proper use. The misuse of Council resources will not be tolerated and where necessary disciplinary action against an individual will be undertaken for use of the mobile telephone in an improper or fraudulent manner.

This policy also covers the use of personal mobile phones during working hours.

1. Provision of Council’s mobile telephones and accessories

1.1 Entitlement

Entitlement to a Council mobile telephone shall be based upon the following criteria:-

- The elected Mayor, General Manager, and Department Directors and **Managers** of the Council shall be provided with an iPhone, or equivalent smart phone device, with data plans in a shared data billing pooled plan **in Council’s name**.

- Where the use of a mobile telephone is a requirement of a position within Council, i.e. positions which involve significant travel away from the office on behalf of the Council in fulfilling normal working requirements, and there is a need to be in regular contact with work related persons and / or WH&S requirement due to operating in remote localities.
- Where the position involves regular after-hours and / or call-out duties, and there is an identified need for a mobile telephone.
- Any other positions as approved by the General Manager.

1.2 Approval

The provision of any Council mobile telephone to staff is subject to the approval of the General Manager. Upon approval, the "Employee Acknowledgement" form is to be completed and sent to the Director of Finance and Administration to update the Council telephone database.

1.3 Ownership

The mobile telephone and associated accessories that have been issued by Council will at all times remain in the ownership of Council. If a Council employee resigns, retires or their employment is terminated for any reason that employee is required as part of the exit interview to return the mobile telephone and accessories to Council.

Council issued mobile telephones are not the personal property of staff or officials and may be reassigned to another individual if directed by the General Manager. Any personal information stored on the Council mobile phone handsets, such as personal telephone numbers, will not be grounds for refusal to transfer the mobile phone.

1.4 Care, Safety, Responsibility and Maintenance of mobile telephones and accessories

- The approved user of the mobile telephone is responsible for the asset and its use, including use by others and for what purpose it is used.
- Mobile telephones and accessories are to be maintained in a reasonable condition. It is the responsibility of the approved user to ensure that the mobile telephone and accessories are kept in good working order, not exposed to water, solvents or any other material which is likely to cause damage to the equipment.
- Mobile telephones must be kept in a secure / safe location at all times and must never be left unattended (e.g. left unattended in cars). If a mobile telephone is stolen or lost the approved user must report the theft or loss immediately to Council's Director of Finance and Administration. The approved user will be responsible for all calls made until the mobile telephone is reported stolen and/or lost as required above.
- Limited personal use is permissible but abuse of this privilege may result in the withdrawal of a mobile telephone from a user or other disciplinary action. Exceptional circumstances and emergencies can be exempted.

2. Standard of mobile telephones

2.1 Mobile Telephone Standard and Considerations

The standard of mobile telephone issued to an approved user will be determined by the following criteria:-

- All purchases of mobile telephones will be made by the Finance and Administration Department, coordinated by Council's IT Systems Support Officer.
- A telephone allowance shall not be paid where a Council mobile telephone is the primary means of contact.
- The mobile telephone required must facilitate the employee in carrying out their duties whilst away from the office.

The standard of mobile telephone issued to the approved user is subject to the approval of the General Manager.

3. Permitted use of mobile telephones

3.1 Mobile Telephone Agreement

Approved users will be required to sign the agreement at the end of this policy acknowledging:-

- They have received and read this Policy;
- They will comply with the requirements of this Policy;
- The mobile telephone numbers and accessories allocated to them;
- Accepting responsibility for the equipment; and
- Acknowledging that the equipment will be returned upon termination of their relationship with Council.

Should the approved user not comply with any clause of this agreement or policy, Council reserves the right to revoke the approved users' entitlement to a Council mobile telephone and associated accessories.

A copy of this signed agreement will be retained on file within Council's records management system on the employee's personnel file.

3.2 Use of Mobile Telephones

The approved user shall not lend the mobile telephone to any other employee of Council or lend to any person who is not an employee of Council without the prior approval of their Departmental Manager and/or Director.

The approved user must abide by all Federal, State and Local laws and regulations when using a Council mobile telephone including those that apply to use of mobile telephones in motor vehicles. The use of mobile telephones whilst driving may be an offence in certain circumstances as outlined under the NSW and Australian Road Rules, therefore the individual and not the Council will be responsible for any fines incurred by Council staff caught and fined for these offence.

If a hands free functionality is available in Council motor vehicles the blue tooth functionality should be activated to link to the mobile telephone device.

Approved users of Council mobile phones must ensure their mobile telephone is at all times in operation during business hours.

Conditions of Usage

- The mobile telephone device may be used for web browsing for work related activities.
- The use and access to 'streaming' Internet sites on the mobile telephone is not allowed. These sites may include sites; i.e. live streaming apps, gambling sites.
- Council staff may not use and access social media or social networking sites for personal use during working hours; i.e. Facebook, Pinterest, and MySpace.
- Mobile telephones are not to be used to conduct business or secondary employment for personal financial gain.
- For all smart devices the users are responsible for backing up the device, failure to do so may result in a loss of data.
- Upon staff resignation or return of a device all PIN and security passwords for that device are to be provided to Council.

3.3 Private or Personal Use of Mobile Telephones

The approved user may make limited private or personal mobile telephone calls on a needs basis only or an emergency.

If there are excessive personal calls or excessive duration of calls the authorised user will be responsible for the payment of all costs associated with making these calls of a private or personal nature.

For the purpose of this policy, private or personal mobile telephone calls will include (but are not limited to):-

- Those calls made during the standard business hours of the approved user that are not relevant to the approved user fulfilling their obligations to Council; and
- All calls made outside of the standard business hours of the approved user (unless authorised by the 'approved user's' Director and/or Manager as being a business related call).

4. Payment and Reimbursement Procedures

4.1 Payment of Council's Monthly Mobile Telephone Account

Upon receipt of Council's monthly mobile telephone account, Council will be responsible for making the necessary payments to the service provider within the payment terms as stated on the tax invoice.

4.2 Costs to be borne by Council

Council will be responsible for the payment of costs associated with:-

- Monthly access and equipment charges (as set out in signed Business Plan with a telecommunications service provider).
- Business related telephone calls.
- The servicing and maintenance of the equipment.
- Replacement purchase of and upgrade to mobile telephone and equipment.

4.3 Costs to be borne by the Approved User

The approved user will be required to pay the telephone call charges for all calls which fall within the definition of “private or personal calls” (as defined in 3.3 above) and are deemed excessive by the General Manager.

4.4 Payment by the Approved User

The approved user is required to make the necessary payments to Council for private or personal phone calls within 30 days of receiving a copy of their mobile telephone account.

4.5 Reviews of Telephone account usage

Council's Finance and Administration Department will perform reviews on a regular basis on individual mobile telephone accounts to ensure that this policy is being adhered to. Council reserves the right to recover any amounts payable to Council through the approved user making incorrect assessments of private or personal mobile telephone calls.

Council will reserve the right to monitor the usage patterns of all mobile telephones to ensure private and personal calls, duration of calls, SMS, MMS and interstate calls are kept to a minimum and international calls are prohibited.

The Council mobile telephone resource is to be used in a proper manner in accordance with Council's policies and procedures. Any inconsistencies, of a possible fraudulent nature, that are detected, will be immediately reported to the General Manager and the Police if deemed appropriate.

5. Termination or surrender of mobile telephone

Council may terminate the availability of the mobile telephone, providing thirty (30) days notice to the authorised user from the General Manager.

Council will terminate the availability of the mobile telephone immediately upon detection of misuse or fraudulent behaviour of the authorised user. The authorised user must surrender the mobile telephone to Council.

Council will revoke the availability and use of a mobile telephone because of misuse or serious abuse of usage as listed below:-

- Conducting business other than Council business, (i.e. secondary employment) without the approval of the General Manager.
- Promotion of a personal or commercial benefit.
- Violation of a copyright.
- Sending and/or disclosing of inappropriate content (i.e. illegal, immoral, offensive or obscene material, pornographic, erotic images, racist or religious based material).
- Sending of viruses or other destructive content.
- Using and/or sending material that uses offensive language.
- Sending, disclosing, using and/or distributing personal information or confidential information held by Council.
- Sending, disclosing and/or distributing slanderous and/or defamatory material.

- Sending messages, emails or texts or use of social media platform as a form of harassment, bullying or threatening behaviour.
- Lending the mobile telephone to a third party is strictly prohibited.
- Make disparaging or any adverse comment about Council, any policy or decision of Council or any of Council's related employees, contractors and other Councillors.
- Any act that contravenes a law or is a criminal offence.
- Any act that may have a negative impact to Council.

6. Use of Mobile phones on a Worksite

While Council recognises the convenience that mobile phones provide, Council also recognises that we have a duty of care to ensure a safe workplace at all times. As such Council provides clear guidelines about when and where both, Council issued mobile phones and private mobile phones, may be used.

- Mobile phones are not to be used in the vicinity of any moving plant. There has already been a fatality on a worksite from this situation, you are to remove yourself to a safe area when either making or receiving a call. (E.g. outside plant operation zone).
- Unless you have a specific need to be contacted on a private mobile phone during work hours (e.g. supervisor requires you to have it on or sickness in the family) you must request your supervisors permission, otherwise they must be turned off, placed in the employees esky and any messages received can be retrieved at morning tea or lunch time.
- Should someone wish to contact you urgently they should be given either the office/depot number, who can then pass on a message to you.
- Council is not responsible for the loss, damage, repair or cost associated with replacement of private mobile phones.

The mobile phone number of all staff is not to be given to members of the general public by Council staff or a third party.

Unless it is an emergency, calls for customer service are to be recorded in CRM and allocated through the CRM system.

It is the responsibility of the Works Superintendents and Managers to ensure that they not only comply with these guidelines but also actively enforce that all personnel on a worksite, including contractors or visitors, adhere to these guidelines.

If a breach of this policy occurs Council will take appropriate action in accordance with its Disciplinary Policy, Code of Conduct, and the Local Government (State) Award.

7. Mobile Phones at Meetings and Training Courses

In accordance with Council Code of Meeting Practice, and as a matter of courtesy to the convener, all mobile phones are to be turned off or in an emergency placed on vibrate or silent prior to the commencement of any meeting, conference and training course.

8. Technical Support

The Information Technology section of the Finance and Administration Department is responsible for the management of mobile telephones.

9. Council Responsibilities

Council will be responsible for the payment of mobile telephone device expenses associated with:-

- The purchase of all mobile telephones and similar devices;
- Payment of monthly data plan and equipment charges, and review of the same;
- The servicing and maintenance of the equipment; and
- Repairs to the equipment.

10. Council Record Keeping

All information created, sent and received from the mobile telephone by Council staff, in an official capacity, is a Council record and is to be managed in accordance with the State Records Act. All information stored on a device is deemed to be business of the Council and individuals must not destroy, alter or dispose of Council information or records unless authorised to do so by the General Manager in accordance with Part 8.21 of the Upper Lachlan Shire Council Code of Conduct.

11. Related Legislation and Council Policy and Procedures

- Local Government Act 1993;
- Local Government (General) Regulations 2005;
- State Records Act 1998;
- Local Government (State) Award 2020;
- Anti Discrimination Act 1977;
- Fair Work Act 2009;
- Industrial Relations / Workplace Surveillance Act 2005;
- Privacy and Personal Information Protection Act 1998;
- Independent Commission against Corruption Act 1988;
- Work Health and Safety Act 2011;
- Motor Traffic Act 1909 and NSW and Australian Road Rules;
- Road Transport Act 2013;
- Government Information (Public Access) Act 2009;
- Internal Control and Procedures Manual;
- Code of Conduct for Councillors, staff and delegates of Council;
- Code of Business Practice;
- Code of Meeting Practice;
- Complaints Management Policy;
- Social Media Policy;
- Service Delivery Policy;

- Fraud and Corruption Prevention Policy;
- iPad Policy;
- Internet and Email Policy;
- Disciplinary Policy;
- Records Management Policy; and
- Information Technology Strategic Plan.

12. Variation

Council reserves the right to vary or revoke this policy and delegates authority to the General Manager to administer the procedures contained in this policy.

EMPLOYEE ACKNOWLEDGEMENT

I (The “Approved User”)
acknowledge the following:-

1. That I have received and read a copy of Council's “Mobile Telephone Policy”.
2. That I have been granted use of a Council mobile telephone in accordance with Council's Mobile Telephone Policy.
3. That I will comply with the requirements of this Policy.
4. That I accept responsibility for the equipment granted to me.
5. That I will reimburse Council for all excessive private and personal calls made on the Council mobile telephone in accordance with provisions in this Policy.
6. That the mobile telephone and associated equipment must be returned upon my termination from Council's employ, my leaving my current position or at the direction of the Council General Manager and / or my Director within specified minimum timeframe outlined in this Policy.
7. The mobile telephone number and other equipment allocated to me are:-
 - a) Mobile telephone number
 - b) IMEI Number
 - c) Phone Serial Number
 - d) PIN Lock Number / Password
8. The maximum data usage allowed on the device per month is 2 GB. Reminders at various stages of use will be sent as a SMS to your device by the telecommunications supplier.
9. International calls are not permitted unless prior approval is obtained from Council's General Manager.
10. No unauthorised Applications (App) are to be installed on the device.

Signed: (Employee) _____ Date: _____

Approved: (General Manager) _____ Date: _____

Finance and Administration - 16 July 2020

ITEM 13.4 **Review of Council Section 356 Financial Assistance Policy**

FILE REFERENCE **I20/278**

AUTHOR **Director of Finance and Administration**

ISSUE

Review of Council's Section 356 Financial Assistance Policy.

RECOMMENDATION That -

1. Council adopts the reviewed Section 356 Financial Assistance Policy.

BACKGROUND

Nil

REPORT

This report details a review of the Council Section 356 Financial Assistance Policy. The policy is attached with amendments highlighted in yellow.

POLICY IMPACT

This is a review of an existing Council policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the reviewed Section 356 Financial Assistance Policy.

ATTACHMENTS

1. Download	Section 356 Financial Assistance Policy - Date Adopted 20 February 2014 - Resolution XX/14 - Review 2017	Attachment
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POLICY:-	
Policy Title:	Section 356 Financial Assistance Policy
File Reference:	F10/618-04
Date Policy was adopted by Council initially:	13 July 2006
Resolution Number:	181/06
Other Review Dates:	16 August 2011, 20 February 2014 and 16 March 2017
Other Resolution Number:	307/11, 23/14 and 59/17
Current Policy adopted by Council:	16 July 2020
Resolution Number:	XXX/20
Next Policy Review Date:	2023

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

RESPONSIBILITY:-	
Draft Policy developed by:	Director of Finance and Administration
Committee/s (if any) consulted in the development of this Policy:	
Responsibility for implementation:	Director of Finance and Administration
Responsibility for review of Policy:	Director of Finance and Administration

OBJECTIVE

To maintain a consistent, open and equitable approach to the distribution of Council's donations, contributions and sponsorship budget allocations, while endeavouring to ensure that local community needs can be addressed on a priority basis.

SCOPE

Council receives a large number of requests from community groups, cultural and charity organisations. This policy will apply transparency and accountability to the community relating to requests from these organisations for financial donations, contributions, sponsorships and waiving of Council fees and charges and work in kind provided by Council.

Upper Lachlan Shire Council greatly values the contribution of social and community groups and organisations and the role they play in the community.

ELIGIBILITY

Eligibility will be limited to small community based organisations operating for the direct benefit of the local community. Eligibility will generally not extend to major fund raising bodies, with a parent body located outside the Council area.

Eligible organisations and groups shall generally be based within the Upper Lachlan Shire Council local government area.

DEFINITION

A donation is any financial or in-kind support that is provided by Council to any organisation and can be in the form of cash, goods or services, including waiving rates and tip fees, and other contributions to eligible groups and organisations.

REFERENCE

Financial Assistance will conform to Section 356, of the Local Government Act 1993 (as amended) and Council's Operational Plan guidelines.

Council financial assistance towards individual sporting representation does not form part of this policy.

POLICY STATEMENT

- 1 Council will consider provision of assistance by way of financial assistance to local cultural, educational, health, sport, welfare, charitable and other bodies where in the Council's opinion the applications have demonstrated a community benefit.
- 2 Applications for financial assistance will be called for by way of public advertisement and shall be considered on their merits, taking into account the circumstances of each case, the availability of funds in the Council's

budget, the guidelines of this policy and the relevant provisions of the Local Government Act 1993.

- 3 All applications for donations and contributions by Council must be submitted on the Council's "Application for Section 356 Financial Assistance" form (which is attached to this policy) and/or on the Operational Plan Submission form. Requests for amounts of less than \$200 will not be considered. Requests for donations by way of fee reduction or other "in kind contribution" should be included on the application form.
- 4 Council and senior management will convene in March each year to consider all applications received requesting financial assistance within the Operational Plan. In formulating its recommendations, Council will assess all applications on the basis of the guidelines and criteria for funding as set out in the financial assistance application form.

FINANCIAL ASSISTANCE FUNDING GUIDELINES

In assessing financial assistance applications the following criteria will be followed:-

1. Federal and/or State Government funded initiatives will not receive assistance under this policy without formal Council approval.
2. Donations will not be made to groups which are raising funds on behalf of another community group which has itself made application for funding in the funding round under consideration.
3. Applicants should generally be based in or affiliated with, and/or service clients within the Upper Lachlan Shire local government area.
4. Applicant organisations are generally to be "not for profit."
5. Waiving of fees may not be applied to requests from individuals or businesses.
6. To the extent practicable, allocation of donations will consider the issue of equity, both in terms of geographic distribution of funds and allocation across the categories of funding contained in this policy.
7. An assessment of the extent to which previous donations to the applicant fulfilled the stated purposes of funding. An evaluation may be requested to be supplied by the group receiving the financial assistance.
8. In assessing applications for financial assistance, consideration will be given to the following:-
 - Financial need for the subsidy and relationship to the viability of the applicants proposed event or project;
 - Contribution to the community and whether the work is in the public interest; and

- Demonstration that no alternative funding sources are available.
- 9 All subsidies are provided with no guarantees for ongoing Council financial assistance in future years.
 - 10 To be considered for financial assistance each organisation and/or community group is required to formally apply in writing within the timeframes specified in the annual Operational Plan of Council.
 - 11 If approval is granted for financial assistance all applicants must acknowledge Council's support in any publicity for their event or project.
 - 12 Council will give consideration of the extent to which the activity provides community benefits and addresses community aspirations and objectives outlined in Council's Community Strategic Plan, Delivery Program, Social and Community Plan, Operational Plan, Resourcing Strategy, and access and equity obligations.
 - 13 The contributions approved by Council will be published in Council's Annual Report at the end of the financial year for probity purposes.

RELATED LEGISLATION AND COUNCIL POLICY AND PROCEDURES

- Local Government Act 1993 (as amended);
- Local Government (General) Regulations 2005;
- Independent Commission against Corruption Act (ICAC) 1988;
- Anti Discrimination Act 1977;
- State Records Act 1998;
- Environment and Planning Assessment Act 1979
- Government Information (Public Access) Act 2009;
- Privacy and Personal Information Protection Act 1998;
- Code of Conduct for Councillors, staff and delegates of Council;
- Council's Code of Meeting Practice;
- Council's Code of Business Practice;
- Council's Integrated Plans; including Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan;
- Sporting Representation Donations Policy;
- Purchasing and Acquisition of Good Policy and Procedures
- Section 355 Committee Policy; and
- Complaints Management Policy.

VARIATION:

That Council reserves the right to vary the terms and conditions of this policy.

APPLICATION FOR SECTION 356 – FINANCIAL ASSISTANCE

Subsidy applications for financial assistance must be lodged by 20 December each financial year.

1. Applicant/Organisation:

Organisation

Name: _____

Contact Address: _____

Contact Telephone: _____ Contact Mobile: _____

Contact Name and/or President/Chairperson Name: _____

Is your organisation an Incorporated body? Yes/No

2. Financial Assistance

Amount Requested: \$ _____ (minimum **\$200.00**)

If over \$1,000 Financial Statements are to be provided upon request by Council Officer.

Is your organisation registered for GST? Yes/No

(If yes, reciprocal tax invoices will need to be exchanged except for donation of GST-free or exempt transactions, such as rates).

Details of how funds will be expended and what financial contribution your organisation has and/or will make towards the event/project:

3. Information Regarding the Organisation

What services or activities does your organisation provide to Upper Lachlan Shire Council residents and how will this donation directly benefit those residents?

4. How will your organisation publicly acknowledge the Council's donation?

5. Is your organisation a Non-Profit/Registered Charity or Organisation?

Yes/No (Registered charity for the purposes of the Australian Taxation Office)

Contact person and/or President/Chairperson Signature:

Date:.....

Finance and Administration - 16 July 2020

ITEM 13.5 **Review of Council Sporting Representation Donations Policy**

FILE REFERENCE **I20/279**

AUTHOR **Director of Finance and Administration**

ISSUE

Review of Council's Sporting Representation Donations Policy.

RECOMMENDATION That -

1. Council adopts the reviewed Sporting Representation Donations Policy.

BACKGROUND

Nil

REPORT

This report details a review of the Council Sporting Representation Donations Policy. The policy is attached with amendments highlighted in yellow.

POLICY IMPACT

This is a review of an existing Council policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the reviewed Sporting Representation Donations Policy.

ATTACHMENTS

1. 	Sporting Representation Donations Policy - Date Adopted 20 April 2017 - Resolution 106 17 - Review 2020	Attachment
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POLICY:-	
Policy Title:	Sporting Representation Donations Policy
File Reference:	F10/618-04
Date Policy was adopted by Council initially:	24 July 2008
Resolution Number:	217/08
Other Review Dates:	16 August 2011, 20 February 2014, 20 April 2017
Resolution Number:	308/11, 22/14 and 106/17
Current Policy adopted by Council:	16 July 2020
Resolution Number:	XXX/20
Next Policy Review Date:	2023

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

RESPONSIBILITY:-	
Policy developed by:	Director of Finance and Administration
Committee/s (if any) consulted in the development of this Policy:	N/A
Responsibility for implementation:	Director of Finance and Administration
Responsibility for review of Policy:	Director of Finance and Administration

OBJECTIVE

That Upper Lachlan Shire Council maintains a consistent, open and equitable approach to the distribution of Council's sporting donations. To provide a means by which sports persons who achieve State/Capital Territory or National representative honours may receive Council financial assistance.

SCOPE

Council receives a number of financial assistance requests from individuals and sporting organisations. This policy will apply transparency and accountability to the community relating to requests for financial donations, contributions and/or sponsorships.

DEFINITION

The financial support that is provided by Council to any sports person or sports team representing their State/Capital Territory or National team will be in the form of a cash donation.

REPRESENTATIVE STATUS REQUIREMENT

State/Capital Territory Representation

- * For all persons selected in a State/Capital Territory team, financial assistance in the amount of **\$300** is donated to each person who competes in a State/Capital Territory team.
- * For any team selected to represent a State/Capital Territory, a total amount of **\$600** is to be donated to the team to represent the State/Capital Territory.

National Representation

- * For all persons selected in a National team, financial assistance in the amount of **\$600** is to be donated to each person who competes in a National team.

ELIGIBILITY

Eligibility to financial assistance will be limited to the following sports person(s):-

- (a) The person is 10 years of age or above;
- (b) The person is either a resident or ratepayer of Upper Lachlan Shire Council or has some defined connection to the Upper Lachlan local government area;

- (c) The person is confirmed as a representative of a local sporting organisation by the Upper Lachlan Shire Council; and
- (d) The sport has either a state and/or national accreditation.

POLICY

1. The sports person shall endeavour to make application for financial assistance under this policy prior to 28 days before the commencement of the representative game, tournament and/or event;
2. The sports person may not apply more than once per financial year for financial assistance;
3. All financial contributions are made on a one-off basis with no guarantee of on-going Council financial assistance in future years;
4. Council require written confirmation from the State or National sporting organisation documenting their selection in the State or National Team;
5. The person will be required to publicly acknowledge Council as a financial sponsor of their attendance at the State or National Titles;
6. The General Manager of Upper Lachlan Shire Council will have the delegated authority to approve the donations where a written application has been received;
7. The donations approved by the General Manager of Council will be included in Council's Annual Report at the end of the financial year for probity purposes; and
8. It is acknowledged that the applications for financial assistance under this policy may be outside of the normal time frame for the Council Operational Plan adoption of the annual Section 356 donations program.

Upper Lachlan Shire Council greatly values the contribution that sports persons and sporting organisations contribute and the role they play in the social cohesiveness of the Shire community.

REFERENCE

This policy is in accordance with Section 356, of the Local Government Act 1993 (as amended).

RELATED LEGISLATION AND COUNCIL POLICY AND PROCEDURES

- Local Government Act 1993 (as amended);
- Local Government (General) Regulations 2005;
- Independent Commission against Corruption Act (ICAC) 1988;
- Anti Discrimination Act 1977;
- State Records Act 1998;
- Environmental Planning and Assessment Act 1979;
- Government Information (Public Access) Act 2009;
- Privacy and Personal Information Protection Act 1998;
- Council's Code of Conduct for Councillors, staff and delegates of Council;
- Council's Code of Meeting Practice;
- Council's Code of Business Practice;
- Council's Integrated Plans; including Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan;
- Purchasing and Acquisition of Goods Policy and Procedures;
- Council's Social and Community Plan; and
- Council's Section 356 – Financial Assistance Policy.

VARIATION

Council reserves the right to vary or revoke this policy.

14 GENERAL MANAGER

The following items are submitted for consideration -

14.1	COVID-19 Report	294
14.2	Wyangala Dam Wall Raising Project Update	298
14.3	Crookwell District Hospital - Upgrade Update	300
14.4	Crookwell Pool - Update	303

General Manager - 16 July 2020

ITEM 14.1 **COVID-19 Report**

FILE REFERENCE **I20/268**

AUTHOR **General Manager**

ISSUE

To provide Council with a status update on COVID-19.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

During the months of June/July Council received updates from NSW Government in relation to COVID-19.

Public health authorities both internationally and in Australia have been monitoring international outbreaks of COVID-19, also known as Novel Coronavirus 2019, COVID-19 is a potentially fatal condition and is also highly contagious, as at the date of writing this report 3203 cases of individuals with COVID-19 have now been confirmed in New South Wales.

REPORT

Public Health Order | July 1 2020

Changes since the update report in the June 2020 Council meeting along with the latest updates from the Public Health Order are as follows:

Camping Grounds/Caravan Park

As of June 19 2020 camping grounds / caravan parks re-opened in ULSC. COVID-19 Safety plans for each site including Barbour Park, Bigga, Gunning Showground, Tuena and Crookwell have been issued.

Action from Council

- Crookwell Caravan Park re-opened on 1 July 2020 after the access road to the Caravan Park opened on 30 June 2020.
- ULSC Tourism team have implemented COVID-19 Safety plans.
- Council website has all details advertised for public display.

Food Markets

With use of an open-air area, or an existing building a food market can sell, expose or offer goods, merchandise or materials for sale by independent stall holders, and includes temporary structures and existing permanent structures used for that purpose on an intermittent or occasional basis.

Action from Council

A license/permit would have to be applied for if using public space and a COVID-19 safety plan is required to ensure that social distancing continues.

Fundraising Stalls/Markets

Market means an open-air area, or an existing building, that is used for the purpose of selling, exposing or offering goods, merchandise or materials for sale by independent stall holders, and includes temporary structures and existing permanent structures used for that purpose on an intermittent or occasional basis.

On July 1 NSW Government allowed for market stalls including fundraising stalls to resume. The update from the Public Health Order and NSW Government is that a COVID-19 safety plan must be adopted. The strictest point being that the plan must have calculated the floor area of the market space to determine the maximum number of people who can safely occupy the space, i.e. 4 square metres per person with 1.5m social distancing. This is difficult to calculate and control for street stalls that predominantly set-up on Councils public spaces, often outside existing shopfronts. A small group of shop owners and service clubs have volunteered to work with council to highlight where and how stalls can operate and maintain community safety.

Action from Council

Council staff to convene a small group meeting to discuss the reopening of fundraising stalls.

Museum & Galleries (indoor)

The NSW Government stated that museums & galleries may open as of 1 June 2020. NSW Government advised that there are important precautions that must be taken to ensure that staff, volunteers and visitors are COVID safe.

Action from Council

Council have provided a museum and galleries COVID-19 safety plan for those who require assistance. Pye Cottage Museum is one that has implemented this plan. The COVID-19 Museums and Galleries safety plan can be found on Council website.

Recreation facilities)

Recreation facilities includes showgrounds, parks/skate parks and sporting fields. Each council is to determine whether or not to open any sporting grounds and facilities for which they are responsible. In making this decision Council should consider whether it is possible to meet social distancing, public hygiene requirements, 4m² of space per person.

Action from Council

- Gunning showground has been re-opened with a COVID-19 Safety plan adopted.
- Most sporting bodies have already diligently developed plans to meet COVID-19 standards. Council have also implemented a return to sport procedure for those groups that do not have a governing sporting body, this is accessible on Council's website.
- Training/ Sporting competitions continue to follow a booking procedure and must adopt a COVID-19 safety plan.
- Some sporting competitions returned in July with strict safety guidelines in place. Council have updated their 'return to sport' plans following updates that a maximum of 500 people can attend these events. It has been publicised on Council web page.

Recreation facilities (indoor)

Includes building or places used for indoor recreation.

June 13 stated community centres and halls could open as long as a COVID-19 safety plan was adopted. From 1 July, as more COVID-19 restrictions were lifted kids sport resumed.

Action from Council

From 13 June, 355 Committees were issued with a strict Council COVID-19 safety plan following NSW government recommendations.

In late June Halls and Community facilities allowed for 20 persons as long as a 4 square metre per space distance, plus 1m social distancing can be met. Council updated this COVID-19 safety plan and updated this on Council's website.

As part of the COVID-19 ULSC safety plans Council have asked for a copy of all booking forms so Council can assist in managing records/registers with these committees.

All of these plans are accessible on Council website.

Council Meetings and Public Forums

Councillors have continued to attend meetings but it remains that members of the public are not permitted to attend meetings. The total number of people attending meetings (including councillors and staff) cannot exceed 12.

Action from Council

Meetings will continue with zoom available to our directors or councillors to join in for Council meetings, especially where the maximum 12 participants are in the room. Council meetings will continue to be live streamed for the public.

COVID-19 Testing / Pop up clinics

Council have continued to be contacted by health professionals to set up drive thru testing clinic. While NSW Health is responsible for publicising these clinics, Council is also publicising them on our website.

Council Operations

- All staff are practicing safe social distancing
- Service counters have safety shields installed
- Minimal 1-1 meetings with outsiders of Council taking place
- Council Chambers still only allowing maximum 12 persons in room
- Implementation of zoom/phone meetings wherever possible
- Segregation of departments still in action (three groups)
- Hand sanitizer, wipes and cleaning protocol in place
- Signage / restrictions across Council

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

General Manager - 16 July 2020

ITEM 14.2 **Wyangala Dam Wall Raising Project Update**

FILE REFERENCE I20/269

AUTHOR **Director of Environment and Planning**

ISSUE

To provide Council with a status update on the Wyangala Dam Wall Raising project.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

The Wyangala Dam Wall Raising Project has been classified as Critical Significant Infrastructure and it will be delivered on an accelerated timeline.

REPORT

Council has requested that WaterNSW provide Council with regular updates on the status of the project.

Water NSW are actioning the below

- Monthly meetings are to be held with Council to discuss progress.
- Follow up letter to Landholders who have responded/ who didn't respond were distributed last month to notify them of upcoming visits and site investigations.
- Given the suspension of a number of local print outlets WaterNSW intend to collate their feature adverts on the why, how and when the project will begin into a newsletter. They will mailbox drop them where possible to try and reach a broader audience.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

General Manager

WYANGALA DAM WALL RAISING PROJECT UPDATE cont'd

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

General Manager - 16 July 2020

ITEM 14.3 **Crookwell District Hospital - Upgrade Update**

FILE REFERENCE **I20/270**

AUTHOR **General Manager**

ISSUE

To provide Council with a status update on the Crookwell District Hospital Upgrade.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

The Hon. Brad Hazzard MP – Minister for Health and Medical research wrote to Mayor/Clr Stafford in March 2020 about the NSW Governments \$2.5 million upgrade plan for Crookwell District Hospital. Our Ref F20/5 Their Ref M20/933

REPORT

A letter was received from The Hon Brad Hazzard office addressed to the Mayor on June 29 2020.

In summary Ms Margaret Bennett, Chief Executive, Southern NSW Local Health District, has advised that additional architect design work was undertaken and included in the request for quotation (RFQ) to guide respondents. The RFQ was released in March 2020 and a tender evaluation committee has identified a successful tenderer. The award of the tender is being finalised.

COVID-19 has affected the redevelopment but Ms Bennett has assured Council that practices have been adjusted to ensure protocols of internal and external project stakeholders are adhered to.

POLICY IMPACT

Nil

OPTIONS

Nil


FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

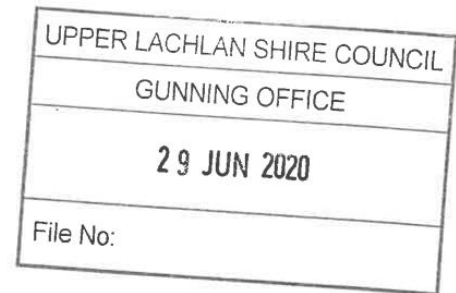
ATTACHMENTS

1. 	Hon. Brad Hazzard MP - Minister for Health and Medical Research - Upgrade - Crookwell District Hospital - 29 June 2020	Attachment
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The Hon. Brad Hazzard MP
Minister for Health and Medical Research

Councillor John Stafford
Mayor
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581



Our ref M20/7951

Dear Mayor

Thank you for your letter seeking an update on the NSW Government's \$2.5 million upgrade to Crookwell District Hospital.

I appreciate your continued interest in this project on behalf of the residents of Crookwell and the Upper Lachlan Shire.

Ms Margaret Bennett, Chief Executive, Southern NSW Local Health District, has advised that additional architect design work was undertaken and included in the request for quotation (RFQ) to guide respondents. The RFQ was released in March 2020 and a tender evaluation committee has identified a successful tenderer. The award of the tender is being finalised.

Ms Bennett has also advised that refurbishment of the Wellness Centre will start in June 2020. Early works are expected to take about six weeks and include:

- kitchen upgrade and vinyl floor coverings
- toilet area renovations to accommodate bariatric access
- corridor doors and access modifications
- renovation of shower facilities
- concrete pathway/ramp remedial works.

I understand that in January 2020, the project user group endorsed the layout design for the new emergency department. The emergency department construction request for tender (RFT) will be released in September 2020, with assessment and award to be completed during October 2020. Construction is scheduled to start in November 2020, with physical completion before July 2021.

Ms Bennett has further advised that ongoing engagement and communication will continue through the Crookwell Hospital Community Consultation Committee, the District's capital works newsletter, local media, and community information sessions.

COVID-19 has affected the redevelopment but Ms Bennett has assured me that practices have been adjusted to ensure protocols of internal and external project stakeholders are adhered to.

Thank you again for writing. If your office would like more information, please contact Mr Andrew Elliott, District Director Information and Infrastructure, Southern NSW Local Health District, at Andrew.Elliott@health.nsw.gov.au or on 0455 086 142.

Yours sincerely

22 JUN 2020

The Hon. Brad Hazzard MP
Minister for Health and Medical Research

General Manager - 16 July 2020

ITEM 14.4 **Crookwell Pool - Update**

FILE REFERENCE **I20/286**

AUTHOR **General Manager**

ISSUE

To provide Council with a status update on the Crookwell Pool project

RECOMMENDATION That Council -

1. Resolves to support option two (2) - build a new pool complex at Crookwell
2. Allocate \$1,203,048 grant from Federal Government for community resilience and recovery towards Option two (2) - build a new pool complex at Crookwell.
3. Reallocate the \$40k previously allocated to designing a heated pool towards option two (2) - build a new pool complex at Crookwell.
4. Seek funding from the State and Federal Government to realise this project.

BACKGROUND

The Crookwell Pool complex is located on Goulburn Road, Crookwell. There are (two) 2 outdoor pools and several buildings. The pools consist of a toddler's pool and a 33 metre outdoor pool. The 33 metre outdoor pool is a 70 year old concrete pool that is costly to repair. In addition it requires a new filtration system, a new pump housed in a new pump station and a new automated chemical dosing and control system inside a new enclosure. The 33m pool is non-compliant with today's safety and environmental standards.

The toddler's pool, is also non-compliant with WHS & environment standards and requires a new filter system, a new pump with a new pump station along with a new chemical dosing and control system in a new enclosure. The tiles on the toddler's pool need to be replaced as they do not meet today's public pool standards.

REPORT

There are two (2) options to proceed with for the future of Crookwell pools.

They are:

1. Repair and upgrade the existing two (2) pools (to ensure compliance with current standards)
2. Build a new pool complex (containing 3 pools – possibly staged)

The option to do nothing was not considered as a viable option as this would mean the pool would close, because in its current state it does not meet current safety or environmental standards.

To do nothing would have a significant impact on the lives of the community, particularly families. The social impact on families would include the recovery still to

come over the next few years from the pandemic virus COVID-19. A pool is a significant asset and its social and economic value should not be underestimated.

Option 1: Repair & Upgrade exiting two (2) pools

Quotes were provided to estimate the cost of upgrade and repairs to the 33 metre outdoor pool and the toddler's outdoor pool to meet current standards.

The repair works for the 33 metre pool include:

- a repair and re-concrete tile & paint
- repair of significant leak
- concreting perimeter of the pool to meet standards for non-slip
- new filter works and backwash system
- new pump station
- new chemical dosing system
- replacement of pipes along the bottom of pool and replacement of underground pipes to the filtration system

The repair works for the toddler pool include:

- a removal and retiling of the pool
- new filter works and backwash system
- new pump station
- new chemical dosing system

WHS standards dictate that the filtration of toddler's pool needs to be a separate system to that of the 33 metre pool.

Quotes for the upgrade of the two (2) existing outdoor pools are estimated at between \$1-1.5 million. The variance in quotes is because the 33 metre pool is a 70 year old concrete pool and it is difficult to determine or estimate the extent of the works and costs required to fix the current leak of the pool or meet standards until preliminary works can be undertaken. There is also some incapacity at an early stage in determining what effect repair works on the pool will have on the structural integrity of the pool. This is further complicated because the pool is 33 metres long with a join at 25 metres.

It is worth noting that all firms were not prepared to give a warranty on the repair works completed on the pool or estimate the increased longevity of the pool once completed.

On completion of option one (1), ULSC would have two repaired and upgraded pools that meet current standard including new ancillary infrastructure. The upgrade would be without warranty or without any known future life of the larger 33 metre pool once repaired.

Option 2: New Build

In this scenario we have asked for quotes on a 25 x metre outdoor pool, a toddlers pool and a solar heated indoor pool.

This includes

Brand new 25m, x 12 ½ m outdoor pool with

- new filter works and backwash system
- new pump station
- new chemical dosing system

Brand new 12.5m x 6 ¼ m indoor heated pool with

- new filter works and backwash system
- new pump station
- new chemical dosing system

Brand new 6 ¼ x 6 ¼ m toddler pool with

- new filter works and backwash system
- new pump station
- new chemical dosing system

Quotes for the 3 new pools and ancillary infrastructure is between \$4-5million dollars. On completion of option 2, ULSC would have 3 new pools that would meet current standard including new ancillary infrastructure. The upgrade would be with warranty up to 25 years.

The quotes also include demolition and rebuild of some of the on-site facilities (amenities block), which are also non-compliant with disability standards. These buildings would also need to be grant funded and all buildings would be included in the design for the complex, with components able to be staged and funded separately if required.

SOCIAL IMPACT

Option 2 provides an opportunity to not only resolve ongoing issues with the current pool and meet current standards but to provide a better facility with a broader range of much-needed amenities. It represents a once in a generation opportunity to provide a facility that will serve the Shire for many generations to come.

A new Crookwell pool complex would be a true community project with support from a wide range of community stakeholders, including windfarms, sporting groups, community groups, service clubs and committee members who have worked tirelessly to achieve a better pool for residents.

It is Council's aim that local builders and contractors would be involved in the build and design process, wherever practical.

General Manager**CROOKWELL POOL - UPDATE cont'd**

The pool Complex would be located at the Shire's biggest population base and be available to all residents and visitors. Noting it would be accessible, with most residents living within a 30 minute drive from Crookwell.

As the pools are currently closed due to COVID-19 and may not be able to reopen this summer due to the pandemic virus, it is an opportune time to prepare and commence construction in the time for three exciting new pools to open from November 2021.

POLICY IMPACT

Nil

OPTIONS

1. Repair and upgrade the existing 2 pools (to ensure compliance with current standards)
2. Build a new pool complex (containing 3 pools – possibly staged).

Although Option one (1) is a less expensive option it fails to provide longevity and offers no more than exists now. Option two (2) offers a state of the art pool complex deserving of the Shire as we recover from the pandemic virus COVID-19.

A pool complex is considered by this small rural community as a vital piece of infrastructure to aid in their social recovery.

FINANCIAL IMPACT OF RECOMMENDATIONS

Council has at this time \$ 1.203.048 million through a grant received from the Federal Government for Local Roads and Community Infrastructure program funding allocations.

Further Grant funding will be sought from the state and federal government.

RECOMMENDATION That Council -

1. Resolves to support option two (2) - build a new pool complex at Crookwell
2. Allocate \$1.203.048 grant from Federal Government for community resilience and recovery towards Option two (2) - build a new pool complex at Crookwell.
3. Reallocate the \$40k previously allocated to designing a heated pool towards option two (2) - build a new pool complex at Crookwell.
4. Seek funding from the State and Federal Government to realise this project.

ATTACHMENTS

Nil

16 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

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

17 NOTICES OF MOTION

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

18 QUESTIONS WITH NOTICE

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

General Manager's Statement

Confidentiality

Councillors and staff are reminded of their obligations in respect to the need for confidentiality and not disclose or otherwise misuse the information which is about to be discussed, failure to do so could result in a reference to the Pecuniary Interest and Disciplinary Tribunal and/or result in a prosecution in accordance with Sec. 664 of the Act for which the maximum penalty is \$5,500.

CONFIDENTIAL SESSION

Section 10A(2) of the Local Government Act, 1993 provides that Council may, by resolution, close to the public so much of its meeting as comprises the receipt or discussion of matters as listed in that section, or for any matter that arises during the course of business during the meeting that should be treated as confidential in accordance with Section 10(2) of the Act.

Council's Agenda for this meeting contains reports that meet the criteria specified in Section 10A(2) of the Act. To consider these reports in confidential session, Council can adopt the following recommendation:

RECOMMENDATION

That, in accordance with Section 10A(2) of the Local Government Act, 1993, the Public and the Press be excluded from the meeting to enable Council to determine Item 19.1 in confidential session for the reasons indicated:

Item 19.1 Bridge Replacement - Kangaloolah Road/Diamond Creek

This report is considered to be confidential in accordance with Section 10A(2d(i)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

19 CONFIDENTIAL SESSION

The following item is submitted for consideration -

19.1 Bridge Replacement - Kangaloolah Road/Diamond Creek