



BUSINESS PAPER

ORDINARY MEETING

Thursday 18 May 2017

6.00pm

Council Chambers Crookwell

TABLELANDS REGIONAL COUNCIL'S VISION

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

COUNCIL'S MISSION

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

COUNCIL'S AIMS

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

NOTICE OF MEETING

9 May 2017

Councillors

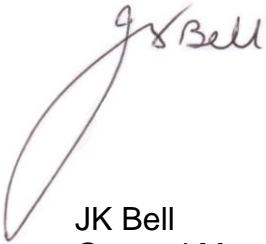
Dear Members

Ordinary Meeting of Council

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 18 May 2017** in the **Council Chambers Crookwell** commencing at **6.00pm**.

Your presence is requested.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'JK Bell', with a large, stylized loop on the left side.

JK Bell
General Manager
Upper Lachlan Shire Council

AGENDA

ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Traditional Custodians of this Land. I would also like to pay respect to the Elders past and present, of the Wiradjuri Nation, and extend that respect to other Aboriginals present.

1 APOLOGIES AND LEAVE OF ABSENCE

2 CITIZENSHIP CEREMONY

Nil

3 DECLARATIONS OF INTEREST

4 CONFIRMATION OF MINUTES..... 11

4.1 Minutes of the Ordinary Meeting of Council of 20 April 2017 12

5 MAYORAL MINUTES..... 43

5.1 Mayoral Minute - Mayoral Activities April/May 2017 44

6 PRESENTATIONS TO COUNCIL/PUBLIC

Nil

7 CORRESPONDENCE 45

7.1 Correspondence for the month of May 2017 46

8 LATE CORRESPONDENCE

REPORTS FROM STAFF AND STANDING COMMITTEES

9 ENVIRONMENT AND PLANNING 57

9.1 Monthly Weeds Activities Report 58

9.2 Development Statistics for the Month of April 2017 61

9.3 Proposed road names in subdivision of land the subject of development consent 80/2016, Lot 14 DP1219071, Cullerin Road, Gunning 67

10 WORKS AND OPERATIONS..... 73

10.1 Works In Progress - Construction & Maintenance 74

10.2 Works In Progress - Technical & Managerial 78

11 FINANCE AND ADMINISTRATION 81

11.1 Investments for the month of April 2017 82

11.2 Bank Balance and Reconciliation - 30 April 2017 86

11.3 Rates and Charges Outstanding for the month of April 2017 88

11.4 3rd Quarter Budget Review Statements 2016/2017 91

11.5 Pensioner Concession Policy 152

| | | |
|-----------|--|------------|
| 12 | GENERAL MANAGER..... | 157 |
| 12.1 | Staffing Matters | 158 |
| 12.2 | Mayoral and Councillors' Remuneration | 160 |
| 12.3 | Crookwell 2 and 3 Windfarms - Voluntary Planning Agreement | 189 |
| 12.4 | Meeting with NSW Regional Infrastructure Coordinator | 211 |
| 12.5 | Action Summary - Council Decisions | 214 |
| 13 | LATE REPORTS | |
| 14 | REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES | 219 |
| 14.1 | Reports for the month of May 2017 | 220 |
| 15 | BUSINESS WITHOUT NOTICE | |
| 16 | NOTICES OF MOTION..... | 235 |
| 16.1 | Notice of Motion - Location of Council Meeting | 236 |
| 17 | QUESTIONS WITH NOTICE | 237 |
| 17.1 | RV Friendly Programme | 238 |
| 17.2 | Local Environmental Plan | 240 |
| 17.3 | Wasps | 241 |
| 17.4 | Redground Road | 246 |
| 17.5 | Airport Update | 247 |
| 17.6 | Snow Damage Funding | 248 |
| 17.7 | Civic Centre/Council Chambers/Work Depot Review | 249 |
| 17.8 | Canberra Sydney Corridor | 250 |
| 17.9 | Collector Cellar Door | 251 |
| 18 | CONFIDENTIAL SESSION | 257 |
| 18.1 | Airstrip update | |

UPPER LACHLAN SHIRE COUNCIL

LEAVE OF ABSENCE

General Manager
Upper Lachlan Shire Council
Spring Street
CROOKWELL NSW 2583

Dear Sir

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

Date:

I will be absent for the following reason/s:

.....
.....
.....

Yours faithfully

.....
(Councillor Signature)

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

UPPER LACHLAN SHIRE COUNCIL
COUNCILLORS DISCLOSURE OF A
PECUNIARY INTEREST

**PURSUANT TO SECTION 451 OF THE NSW LOCAL GOVERNMENT ACT 1993
(AS AMENDED)**

To the General Manager

I, _____

Declare a Conflict of Interest, being a PECUNIARY Interest.

COUNCIL MEETING

Name of Meeting _____

Date of Meeting _____

Page Number _____ Item Number _____

Subject _____

Reason for Interest _____

OTHER THAN COUNCIL MEETINGS

Reason for Interest _____

Signature

Date

UPPER LACHLAN SHIRE COUNCIL
COUNCILLORS DISCLOSURE OF A
NON-PECUNIARY INTEREST

**PURSUANT TO SECTION 451 OF THE NSW LOCAL GOVERNMENT ACT 1993
(AS AMENDED)**

To the General Manager

I, _____

Declare a Conflict of Interest, being a NON-PECUNIARY Interest.

☐ Significant

☐ Non Significant

COUNCIL MEETINGS

Name of Meeting _____

Date of Meeting _____

Page Number _____ Item Number _____

Subject _____

Reason for Interest _____

As a result of my non-pecuniary interest, my involvement in the meeting will be as follows:

☐ **Option A** – Make a declaration, stay in the Chamber, participate in the debate, and vote.

☐ **Option B** – Make a declaration, stay in the Chamber, participate in the debate, but not vote.

☐ **Option C** – Make a declaration, stay in the Chamber, participate in the debate, but leave the Chamber for the vote.

☐ **Option D** – Make a declaration, stay in the Chamber, not participate in the debate, but vote.

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

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

Signature

Date

4 CONFIRMATION OF MINUTES

The following minutes are submitted for confirmation -

| | | |
|-----|---|----|
| 4.1 | Minutes of the Ordinary Meeting of Council of 20 April 2017 | 12 |
|-----|---|----|

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

PRESENT: Mayor B McCormack (Chairperson), Clr P Culhane, Clr R Cummins, Clr P Kensit, Clr R Opie, Clr D O'Brien, Clr J Searl, Clr J Stafford, Clr J Wheelwright, Mr J Bell (General Manager), Mr P Newham (Director of Works and Operations), Mr A Croke (Director Finance and Administration), Mrs T Dodson (Director of Environment & Planning), Mr G Anable (Manager of Works), Mr P Brown (Manager of Noxious Weeds), Mr L Moloney (Manager of Operations), Mrs H Peterson (Executive Assistant), Ms D Crosbie (Media Officer)

THE MAYOR DECLARED THE MEETING OPEN AT 9.00am

SECTION 1: APOLOGIES & LEAVE OF ABSENCE

There were no apologies.

SECTION 2: CITIZENSHIP CEREMONY

The Mayor conferred citizenship on Joel, Brittany, Chloe, Ada and Ezra Lisonbee and presented them with their Certificates of Citizenship and a native shrub to commemorate the ceremony.

SECTION 3: DECLARATIONS OF INTEREST

Nil.

SECTION 4: CONFIRMATION OF MINUTES

75/17 **RESOLVED** by Clr Searl and Clr Opie

That the minutes of the Ordinary Council Meeting held on 16 March 2017 be adopted.

- CARRIED

76/17 **RESOLVED** by Clr Searl and Clr O'Brien

That the minutes of the Extraordinary Council Meeting held on 10 April 2017 be adopted.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

SECTION 5: MAYORAL MINUTES

ITEM 5.1 MAYORAL MINUTE - MAYORAL ACTIVITIES MARCH/APRIL 2017

77/17 **RESOLVED** by Cllr McCormack and Cllr Searl

That Council receive and note the activities attended by the Mayor March/April 2017.

- CARRIED

78/17 **RESOLVED** by Cllr Cummins and Cllr Kensit

That the Mayor commences weekly morning talkback sessions with Radio Station 2GN as soon as possible.

- CARRIED

79/17 **RESOLVED** by Cllr McCormack and Cllr Searl

That further to Resolution 74/17, Council will write to the Ministers for Planning, Environment, Energy, Indigenous Affairs and the Premier of NSW to advise them of Upper Lachlan Shire Council's objections to AGL's application for a two year extension on their approval to construct a gas fired power station at Dalton, and write to the Member for Goulburn requesting her to formally raise Council's objections and residents' concerns in Parliament.

Councillors who voted for:- Cllrs P Culhane, R Cummins, P Kensit, B McCormack, R Opie, D O'Brien, J Searl, J Stafford and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

SECTION 6: PRESENTATIONS TO COUNCIL/PUBLIC

Ms Carly Prenzler from Ross Consulting made a presentation regarding the Pedestrian Access Mobility Plan (pamp).

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

SECTION 7: CORRESPONDENCE

ITEM 7.1 CORRESPONDENCE ITEMS FOR THE MONTH OF APRIL 2017
80/17 RESOLVED by Clr Searl and Clr Culhane

That Item 7.1 - Correspondence/Information listed below be received:

1. Local Government NSW – Update of Fire & Emergency Levy (FESL).
2. Hudson & Kerri-Ann Pratley – Service Station Complaint.

A motion was moved by Clr Cummins seconded by Clr Opie
That the General Manager be given authority to serve an order or orders under the EP&A Assessment Act, and to serve an on the spot fine and/or an appropriate notice under the POEO Act to mitigate any adverse impacts on the adjoining property owners and the environment.

On being put to the meeting the motion was carried.

81/17 RESOLVED by Clr Cummins seconded by Clr Opie

That the General Manager be given authority to serve an order or orders under the EP&A Assessment Act, and to serve an on the spot fine and/or an appropriate notice under the POEO Act to mitigate any adverse impacts on the adjoining property owners and the environment.

Councillors who voted for:- Crs P Culhane, R Cummins, P Kensit, B McCormack, R Opie, D O'Brien, J Searl, J Stafford and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

3. Crookwell Community Men's Shed – Invitation to visit the Men's Shed.
4. Australian Local Government Association – Investment on Tomorrow's Communities.
5. Eurobodalla Shire Council – Balloon Release Ban Campaign.

A motion was moved by Clr Kensit and Clr Opie
That Council ban balloon releases at Council events and Council

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

managed reserves.

On being put to the meeting the motion was carried.

RESOLVED by Cllr Kensit and Cllr Opie

82/17

That Council ban balloon releases at Council events and Council managed reserves.

Councillors who voted for:- Cllrs P Culhane, R Cummins, P Kensit, B McCormack, R Opie, D O'Brien, J Searl, J Stafford and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

6. Local Government NSW – Media Release – Feds must Fix FAGs.
7. Office of Local Government – Circular 17-04 Topics for Local Government Performance Audit by Auditor – General of NSW.
8. Rural Financial Counselling Service – Provision of Services for Businesses within the Shire.
9. Hon Pru Goward MP – Media Release – New Board Members for Local Land Services.
10. Goulburn Mulwaree Council – Rail Trail Project.

A motion was moved Cllr Culhane and Cllr Kensit

That Council allocate \$7,500 towards a Cost Benefit Assessment and a Regional Economic Impact Assessment to be provided by SGS Economic and Planning for the proposed Goulburn to Crookwell Rail Trail.

On being put to meeting the motion was carried.

RESOLVED by Cllr Culhane and Cllr Kensit

83/17

That Council allocate \$7,500 towards a Cost Benefit Assessment and a Regional Economic Impact Assessment to be provided by SGS Economic and Planning for the proposed Goulburn to Crookwell Rail Trail.

Councillors who voted for:- Cllrs P Culhane, R Cummins, P Kensit, B McCormack, R Opie, D O'Brien, J Searl, J Stafford

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

- 11. Minister for Indigenous Affairs – National Reconciliation Week 2017 Grant.
- 12. Don Harwin – Minister for Arts – NSW Government – 2016 - 2017 Public Library Infrastructure Grant Program.

- CARRIED

SECTION 8: LATE CORRESPONDENCE

Nil

The time being 10.30am the meeting adjourned for morning tea
The time being 11.05am the meeting resumed.

REPORTS FROM STAFF AND STANDING COMMITTEES

SECTION 9: ENVIRONMENT AND PLANNING

ITEM 9.1 MONTHLY WEEDS ACTIVITIES REPORT

84/17 **RESOLVED** by Clr Searl and Clr Culhane

- 1. Council receives and notes the report as information.

Councillors who voted for:-

Crs P Culhane, R Cummins, P Kensit, B McCormack, R Opie, D O'Brien, J Searl, J Stafford and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 9.2 **DEVELOPMENT STATISTICS FOR THE MONTH OF MARCH 2017**
85/17 **RESOLVED** by Clr Searl and Clr Stafford

1. Council receives and notes the report as information.

Councillors who voted for:- Crs P Culhane, R Cummins, P
Kensit, B McCormack, R Opie,
D O'Brien, J Searl, J Stafford
and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

ITEM 9.3 **DRAFT DISABILITY INCLUSION ACTION PLAN 2017 -2020**
86/17 **RESOLVED** by Clr Searl and Clr Stafford

1. Council place the Draft Disability Inclusion Action Plan 2017 – 2020 on public exhibition commencing Monday 24 April 2017 to Wednesday 24 May 2017 inclusive, with copies of each plan available for inspection on Council's website, links to Council's Facebook Page, available to view at the three Council Administration Offices at Crookwell, Taralga and Gunning, and at the Crookwell and Gunning Libraries.

Councillors who voted for:- Crs P Culhane, R Cummins, P
Kensit, B McCormack, R Opie,
D O'Brien, J Searl, J Stafford
and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

**ITEM 9.4 DRAFT FLOODPLAIN RISK MANAGEMENT PLAN AND STUDY
FOR THE VILLAGES OF CROOKWELL, GUNNING, COLLECTOR
AND TARALGA**

87/17 RESOLVED by Cllr Searl and Cllr O'Brien

1. Council adopt the Floodplain Risk Management Plan and Study for the villages of Crookwell, Gunning, Collector and Taralga.
2. Council adopt the Flood Policy incorporated in the Floodplain Risk Management Plan and Study for the villages of Crookwell, Gunning, Collector and Taralga.
3. Council prepares a planning proposal to amend the Upper Lachlan Local Environmental Plan 2010 in accordance with the Floodplain Risk Management Plan and Study for the villages of Crookwell, Gunning, Collector and Taralga.
4. Council prepares an amendment to the Upper Lachlan Development Control Plan 2010 in accordance with the Floodplain Risk Management Plan and Study for the villages of Crookwell, Gunning, Collector and Taralga.

Councillors who voted for:- Crs P Culhane, R Cummins, P
 Kensit, B McCormack, R Opie,
 D O'Brien, J Searl, J Stafford
 and J Wheelwright

Councillors who voted against:- Nil

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

SECTION 10: WORKS AND OPERATIONS

ITEM 10.1 WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE
88/17 RESOLVED by Clr Searl and Clr O'Brien

1. Council receive the report and note the information.

- CARRIED

ITEM 10.2 WORKS IN PROGRESS - TECHNICAL & MANAGERIAL
89/17 RESOLVED by Clr Searl and Clr Culhane

1. Council receive the report and note the information.

- CARRIED

ITEM 10.3 PEDESTRIAN ACCESS MOBILITY PLAN (PAMP) & BIKE PLAN
90/17 RESOLVED by Clr Searl and Clr Stafford

1. The Draft PAMP & Bike Plan be endorsed to proceed to a 28 day public exhibition period.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 10.4 WATER AND SEWER UPDATE

91/17 RESOLVED by Clr Wheelwright and Clr Searl

1. Council receive the report and note the information.

- CARRIED

ITEM 10.5 KERBSIDE GREENWASTE COLLECTION FEASIBILITY

92/17 RESOLVED by Clr Cummins and Clr Kensit

1. Council receive the report and note the information.

A motion was moved by Clr Cummins and Clr Kensit

That Council provides a green waste service in Crookwell, Gunning and Taralga, fortnightly in spring and autumn, monthly in summer and no collections in winter, at no additional increase to the customer Domestic Waste Management charges but on the proviso that the customer purchases their own Council approved green waste bin.

On being put to the meeting the motion was lost.

A division was called.

Councillors who voted for:-

Crs R Cummins, P Kensit, J
Stafford and R Opie

Councillors who voted against:-

Crs J Searl, J Wheelwright, P
Culhane, D O'Brien and B
McCormack

- LOST

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

**ITEM 10.6 PROPOSED COMPULSORY ACQUISITION OF CROWN LAND
FOR ROAD WIDENING PURPOSES SOUTH OF TUENA ON MR54
JUNCTION POINT ROAD**

93/17 RESOLVED by Cllr Searl and Cllr O'Brien

- 1) Council acquire Lots 2, 3, 4, 5 & 6 shown in the Plan of Acquisition registered as DP 1228599 under the Land Acquisition (Just Terms) Compensation Act 1991 for road purposes.
- 2) Council seeks the consent of the Governor of NSW and Minister of Local Government to the Compulsory Acquisition of such land for the purposes of road widening under the Roads Act 1993.
- 3) The acquisition of this land is required to enable MR54 Junction Point Road continuity of access.
- 4) The acquisition is completed in accordance with the Native Title Act 1993.
- 5) The consent of both NSW Department of Industry – Lands and Local Land services be sought to the acquisition and that any compensation payable be in accordance with Section 55 of the Land Acquisition (Just Terms) Compensation Act.
- 6) Council authorise the Mayor and General Manager to sign the documents relating to the transaction, as required.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

**ITEM 10.7 FORMAL EXPRESSION OF INTEREST TO PURCHASE
CROOKWELL CARAVAN PARK.**

94/17 RESOLVED by Cllr Searl and Cllr Wheelwright

1. Council advise the potential purchaser that it does not wish to sell the Crookwell Caravan Park at present.

- CARRIED

**ITEM 10.8 PROPOSED COMPULSORY ACQUISITION OF LOT 7328 DP
1170559 TUENA CREEK BRIDGE, BELL ST, TUENA.**

95/17 RESOLVED by Cllr Searl and Cllr Wheelwright

1. Council authorise the acquisition by compulsory process the acquisition of Lot 7328 DP 1170559 under the Land Acquisition (Just Terms) Compensation Act 1991.
2. Council seeks the consent of the Governor of NSW and/or Minister of Local Government to the Compulsory Acquisition of such land.
3. The acquisition of this land is required to enable continuity of access for a Council owned pedestrian bridge across Tuena Creek at Tuena.
4. Council authorise the Mayor and General Manager to sign the documents relating to this transaction.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 10.9 PROCEDURES FOR MAINTENANCE OF PARKS.

96/17 RESOLVED by Clr Searl and Clr O'Brien

1. Council receive and note the report as information.

- CARRIED

**ITEM 10.10 CREATION OF A COMMITTEE TO OVERVIEW OPPORTUNITIES
OF RELOCATING COUNCIL'S EXISTING CROOKWELL WORKS
DEPOT.**

97/17 RESOLVED by Clr Cummins and Clr Opie

1. Receive and note this report as information.
2. Council establish a Charter/Terms of Reference to consider all options for a Council Civic Centre and Works Depot Buildings Review Section 355 Committee.

- CARRIED

The time being 12.45pm Clr Stafford left the meeting.

ITEM 10.11 CROWN LANDS WITHIN UPPER LACHLAN SHIRE

98/17 RESOLVED by Clr Searl and Clr Wheelwright

1. Council receive and note the report as information.

- CARRIED

*The time being 1.15pm the meeting adjourned for lunch
The time being 2.00pm the meeting resumed.*

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

SECTION 11: FINANCE AND ADMINISTRATION

ITEM 11.1 INVESTMENTS FOR THE MONTH OF MARCH 2017
99/17 RESOLVED by Clr Searl and Clr Culhane

1. Council receive and note the report as information.

- CARRIED

ITEM 11.2 BANK BALANCE AND RECONCILIATION - 31 MARCH 2017
100/17 RESOLVED by Clr Searl and Clr Wheelwright

1. Council receive and note the report as information.

- CARRIED

ITEM 11.3 RATES AND CHARGES OUTSTANDING FOR THE MONTH OF
MARCH 2017
101/17 RESOLVED by Clr Searl and Clr O'Brien

1. Council receive and note the report as information.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

**ITEM 11.4 INTEGRATED PLANNING AND REPORTING - ADOPTION OF
DRAFT PLANS FOR PUBLIC EXHIBITION**

102/17 RESOLVED by Cllr Searl and Cllr O'Brien

1. Council, in accordance Sections 403-406, of the Local Government Act 1993, and Sections 8A-8C, of the Local Government Act 1993, and requirements of the Local Government Amendment (Governance and Planning) Act 2016, place on public exhibition the following suite of draft plans:-

- Delivery Program 2017/2018 – 2020/2021;
- Operational Plan 2017/2018;
- Resource Strategy documents including:-
 - Long Term Financial Plan 2017 – 2026;
 - Infrastructure Plan 2017 – 2026;
 - Workforce Plan 2017/2018 – 2020/2021; and
- Social and Community Plan 2013 - 2018.

The public exhibition period commences Monday, 24 April 2017 to Wednesday, 24 May 2017 inclusive, with copies of each plan available for inspection on Council's website, links to Council's Facebook Page, available to view at the three Council Administration Offices at Crookwell, Taralga and Gunning, and at the Crookwell and Gunning Libraries.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 11.5 LIBRARY QUARTERLY REPORT

103/17 RESOLVED by Clr Searl and Clr Kensit

1. Council receives and notes the Library Services 2016/2017 – 3rd Quarter Report as information.

- CARRIED

ITEM 11.6 PROVISION OF LIBRARY SERVICES - SERVICE LEVEL AGREEMENT WITH GOULBURN MULWAREE COUNCIL

104/17 RESOLVED by Clr Searl and Clr Kensit

1. Council notes the Service Level Agreement for Provision of Library Services between Goulburn Mulwaree Council and Upper Lachlan Shire Council.
2. Council notes the commencement date of the Service Level Agreement for Provision of Library Services is 1 July 2017.

- CARRIED

ITEM 11.7 FUND RAISING AND STREET STALL POLICY

105/17 RESOLVED by Clr Searl and Clr Kensit

1. Council adopts the reviewed Fund Raising and Street Stall Policy.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 11.8 **SPORTING REPRESENTATION DONATIONS POLICY**
106/17 **RESOLVED** by Clr O'Brien and Clr Wheelwright

1. Council adopts the reviewed Sporting Representation Donations Policy.

- CARRIED

ITEM 11.9 **SERVICE DELIVERY POLICY**
107/17 **RESOLVED** by Clr Searl and Clr Wheelwright

1. Council adopts the reviewed Service Delivery Policy.

- CARRIED

ITEM 11.10 **PUBLIC INTEREST DISCLOSURES - INTERNAL REPORTING**
108/17 **RESOLVED** by Clr Searl and Clr Culhane

1. Council adopts the reviewed Public Interest Disclosures – Internal Reporting Policy.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

**ITEM 11.11 PURCHASING – ACQUISITION OF GOODS AND SERVICES
POLICY**

109/17 RESOLVED by Clr Searl and Clr Culhane

1. Council adopts the reviewed Purchasing – Acquisition of Goods and Services Policy.

- CARRIED

SECTION 12: GENERAL MANAGER

ITEM 12.1 STAFFING MATTERS

110/17 RESOLVED by Clr Searl and Clr O'Brien

1. Council receive and note the report as information.

- CARRIED

ITEM 12.2 CONSULTATIVE COMMITTEE MEETING MINUTES

111/17 RESOLVED by Clr Searl and Clr Culhane

1. Council receives and notes the Consultative Committee Meeting Minutes as information.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 12.3
112/17

WHS COMMITTEE MINUTES

RESOLVED by Clr Searl and Clr Wheelwright

1. Council receives and notes the WHS Committee Meeting Minutes as information.

- CARRIED

ITEM 12.4

COUNCIL MEETINGS - LOCATION OPTIONS
RECOMMENDATION That -

1. Council consider the available locations and provide appropriate direction to staff for investigation.

A motion was moved by Clr Cummins and Clr Opie

That the General Manager takes appropriate action including all required network connections to use the Crookwell Memorial Hall for all the remaining Ordinary Council Meetings for this year. Any costs required for the network connections to be revoted from Council's current budget item, Information Technology and Equipment Fund and that the existing Council Chambers be renovated to provide additional workspaces for staff and a suitable meeting room to accommodate other current users and these works be funded from Building and Infrastructure Improvements Fund.

On being put to the meeting the motion was lost.

A division was called.

Councillors who voted for:-

Crs R Cummins, P Kensit and R Opie.

Councillors who voted against:-

Crs P Culhane, D O'Brien, J Searl, J Wheelwright and B McCormack.

- LOST

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

An amendment was moved by Clr O'Brien and Clr Cummins that the Council Meetings be held at the Crookwell Memorial Hall and that the General Manager takes appropriate action including all required network connections to use the Crookwell Memorial Hall for all the remaining Ordinary Council Meetings for this year. Any costs required for the network connections to be revoted from Council's Information Technology and Equipment Reserve.

On being put to the meeting the amendment was lost.

A division was called.

Councillors who voted for:- Crs R Cummins, P Kensit, D O'Brien and R Opie.

Councillors who voted against:- Crs P Culhane, J Searl, J Wheelwright and B McCormack.

The amendment was lost on the casting vote of Mayor, Cr B McCormack.

- LOST

ITEM 12.5
113/17

FIRE AND EMERGENCY SERVICES LEVY BILL (NSW) 2017
RESOLVED by Clr O'Brien and Clr Searl

1. Council receive and note the report as information.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 12.6 FINANCIAL ASSISTANCE GRANTS INDEXATION RESTORATION CAMPAIGN

114/17 RESOLVED by Clr Searl and Clr O'Brien

1. Council reiterates its position that the Federal Government restores the indexation of Financial Assistance Grants within the 2017-2018 Federal Budget by forwarding correspondence to the Member for Hume based upon the provisions in the report.

- CARRIED

ITEM 12.7 ACTION SUMMARY - COUNCIL DECISIONS

115/17 RESOLVED by Clr Searl and Clr Culhane

1. Council receive and note the report as information.

- CARRIED

SECTION 13: LATE REPORTS

SECTION 14: REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

ITEM 14.1 REPORTS FOR THE MONTH OF APRIL 2017

116/17 RESOLVED by Clr Searl and Clr Culhane

That Item 14.1 - Minutes of Committee/Information listed below be received:

1. Audit, Risk and improvement Committee – Minutes from meeting held 15 March 2017.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 4.1 - COUNCIL INVESTMENTS PORTFOLIO TO 28 FEBRUARY 2017

RECOMMENDED: That the report on Council's investment portfolio is received and information noted.

ITEM 4.2 - AUDIT OFFICE OF NSW - PRESENTATION OF CLIENT SERVICE PLAN FOR UPPER LACHLAN SHIRE COUNCIL

RECOMMENDED:

1. That the Audit Office of NSW - Client Service Plan for Upper Lachlan Shire Council for the year ending 30 June 2017 is endorsed by the Audit, Risk and Improvement Committee.
2. That the Client Service Plan for Upper Lachlan Shire Council including the Agreement of Terms for the external audit is signed by the General Manager.

ITEM 4.3 - GRANT THORNTON AUSTRALIA - INTERNAL AUDIT BUILDING AND ASSET MANAGEMENT T

RECOMMENDED: That the Grant Thornton Australia internal audit review report for Council on Building and Asset Management be received and the Action Plan endorsed and implemented by senior management

ITEM 4.4 - GRANT THORNTON AUSTRALIA - INTERNAL AUDIT WORK, HEALTH AND SAFETY REVIEW

RECOMMENDATION: The Grant Thornton Australia internal audit review report for Council on Work Health and Safety be received and the Action Plan endorsed by the Audit, Risk and Improvement Committee and implemented by senior management.

ITEM 4.5 - LOCAL GOVERNMENT ACCOUNTING CODE UPDATE 2016/2017

RECOMMENDATION: The report on the Local Government Code of Accounting Practice and Financial Reporting Guidelines be received and the information noted.

ITEM 5 - ITEMS FOR DISCUSSION

RECOMMENDED: That Council receive and note the report from Council's Director of Works and Operations in relation to gravel stocktake and measurement. (Copy attached to minutes).

Intentus Chartered Accountants and the Audit Office of NSW will

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

discuss their requirements in relation to the amount that will be considered as material inventory of gravel stock and liaise with the Director of Works and Operations and the Director of Finance and Administration with their audit requirements.

117/17

RESOLVED by Cllr Searl and Cllr Culhane that Items 4.1 to 4.5 and Item 5 from the Audit, Risk and Improvement Committee be adopted.

- CARRIED

2. Breadalbane Community Hall & Park Committee – Minutes from meeting held 26 February 2017.
3. Crookwell Potato Festival Committee – Minute from meeting held 21 March 2017.
4. Crookwell Potato Festival Committee – Minutes from meeting held 23 March 2017.
5. Cllr Ron Cummins – 2017 Mayors Weekend Seminar.
6. Cllr Ron Cummins – Financial Issues – Local Government Training Session.
7. Country Mayors Association – Minutes from meeting held 24 March 2017.
8. Upper Lachlan Shire Traffic Committee – Minutes from meeting held 27 March 2017.

ITEM 4.1 - PEDESTRIAN FACILITIES, ORCHARD STREET – TARALGA

RECOMMENDATION: That the Traffic Committee recommend that Council proceed with the design, securing of funding and construction of a new Pedestrian Refuge in Orchard Street Taralga (based on that now in place at Crookwell hospital).

ITEM 4.2 - FENCING OPTIONS FOR CLIFTON PARK

RECOMMENDATION: That Option A (partial fencing of the area around the playground as shown in attached photo) be put forward to Council as the preferred option.

ITEM 4.3 - STOP SIGN FOR CROOKWELL HIGH SCHOOL

RECOMMENDED: That a “STOP” sign be installed (for training purposes) on the driveway that is used for access by driver training vehicles at Crookwell High School.

ITEM 4.4 - SPEED LIMITS ON COLLECTOR ROAD

RECOMMENDED: The statutory 100km per hour speed restrictions remain on Collector Road and drive to conditions signs be erected either side of the accident zone.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 4.5 - TRAFFIC CONTROL (UPPER & LOWER) PRELL STREET, CROOKWELL

RECOMMENDED: That Council close Prell Street to through traffic at the location described in conditions of consent for DA 168/2004.3 as soon as possible.

ITEM 4.6 - REQUEST FOR SPEED LIMIT CHANGES -BINDA PUBLIC SCHOOL

RECOMMENDATION: That Council request RMS to carry out a review of the School Zone at Binda Public School.

ITEM 4.7 - TRAFFIC CONTROL AT THE INTERSECTION OF BANNISTER LANE, STORRIERS LANE AND WALKOMS LANE.

RECOMMENDATION: That Council relocate the "Give Way " signs at the Bannister Lane, Storriers Lane and Walkoms Lane intersection to make Bannister Lane (from Range Road to the intersection) and Storriers Lane the priority roads. This arrangement will be more consistent with accepted intersection design practice.

ITEM 4.8 - GOULBURN CYCLE CLUB ROAD RACING APPROVAL 2017

RECOMMENDATION: That the Traffic Committee receive and note the report as information.

118/17

RESOLVED by Clr Wheelwright and Clr Searl that Items 4.1 through to 4.8 from the Traffic Committee be adopted.

- CARRIED

9. Taralga Wind Farm Community Fund Committee – Minutes from meeting held 28 March 2017.

ITEM 4 – PRIORITISATION OF PROJECT SUBMISSIONS RECEIVED FOR 2017/2018

RECOMMENDED: That the amount of the grant, if it includes GST, will be paid directly to the applicant.

RECOMMENDED: That the projects listed below be awarded funds as listed

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

| ORGANISATION | PROJECT | AMOUNT |
|---------------------------------------|---|------------------|
| Taralga War Memorial Hall | Heating | \$43,700 |
| Taralga Bowling Club | Turf Aerator and scarifier | \$16,380 |
| Taralga Community Medical Association | Refurbishment and repairs to medical centre | \$6,200 |
| Taralga Anglican Parish | Regeneration of wooden floor of Jamieson Hall | \$9,812 |
| Golspie Progress Association | Upgrade of Golspie Hall | \$10,000 |
| Taralga Cooperative | Upgrade of amenities at Taralga Showground | \$20,000 |
| Taralga Australia Day Committee | Taralga Showground Front Fencing | \$9,250 |
| Taralga AP&H Society | Food Service Benches | \$9,250 |
| | | |
| Total | | \$124,592 |

ITEM 5 - General Business

119/17

Recommended: That the Project guidelines be amended to reflect that grant recipients must fully acquit a grant prior to receiving any further grant funding.

RESOLVED by Cllr Wheelwright and Cllr Searl that Item 4 and Item 5 from the Taralga Wind Farm Committee be adopted.

- CARRIED

10. Kiamma Creek Landcare Group – Minutes from meeting held 30 March 2017.

- CARRIED

SECTION 15: BUSINESS WITHOUT NOTICE

Nil


UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

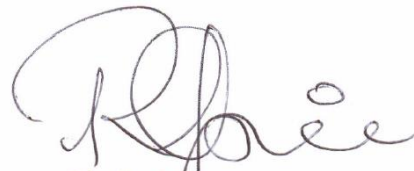
SECTION 16: NOTICES OF MOTION

ITEM 16.1 NOTICE OF RESCISSION MOTION

120/17 RESOLVED by Clr Cummins and Clr Opie

If resolution 252/16, Council Meetings – Times and Frequency is rescinded, then it is proposed that: - “All the remaining meetings on the schedule will commence at 6.00pm.”


Clr R Cummins


Clr R Opie



Clr P Kensit

Dated 27/03/2017

- CARRIED

A division was called

Councillors who voted for:-

Crs P Culhane, R Cummins, P
Kensit, D O'Brien and R Opie.

Councillors who voted against:-

Crs J Searl, J Wheelwright and
B McCormack

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 16.2 NOTICE OF MOTION - MOBILE TELEPHONES

121/17 RESOLVED by Cllr Kensit and Cllr Opie

“That all Councillors and Staff put their mobile phones on silent and remove them from view at all Council meetings, community meetings and workshops.”

- CARRIED

Cllr Culhane left the meeting the time being 2.53pm

SECTION 17: QUESTIONS WITH NOTICE

ITEM 17.1 CROOKWELL WASTE FACILITIES

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

ITEM 17.2 DISABLED TOILETS

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

ITEM 17.3 GUNNING LIBRARY

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 17.4 MEETING WITH PREMIER

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

ITEM 17.5 TRAFFIC COMMITTEE

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

ITEM 17.6 ACCESS COMMITTEE

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

ITEM 17.7 PROPOSED NEW COUNCIL FACILITIES

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

ITEM 17.8 CIVIC CENTRE

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 17.9 GREEN WASTE KERBSIDE SERVICE

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

**ITEM 17.10 RETIREMENT OF THE HON DUNCAN GAY MLC (FORMER
MINISTER FOR ROADS, MARITIME AND FREIGHT)**

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

ITEM 17.11 STREETScape INVESTIGATION

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

**ITEM 17.12 MAINTENANCE OF PARKS AND GARDENS FOR HOLIDAY
PERIODS/SPECIAL EVENTS**

Refer to the Business Paper for 20 April 2017 Council Meeting for the General Managers comments.

CLOSED COUNCIL ITEMS

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

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

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

122/17 **RESOLVED** by Clr Searl and Clr O'Brien

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

- CARRIED

Council closed its meeting at 2.55PM and the public, staff and press left the Chambers.

123/17 **RESOLVED** by Clr Searl and Clr O'Brien

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

- CARRIED

Open Council resumed at 3.20PM.

Resolutions from the Closed Council Meeting

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

SECTION 18: CONFIDENTIAL SESSION

ITEM 18.1 PURCHASE OF ADDITIONAL LAND TO EXTEND GUNNING CEMETERY.

124/17 **RESOLVED** by Clr Wheelwright and Clr Searl

1. Council approve expenditure for the purchase of an additional two hectares of land to be used to extend the Gunning Cemetery.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

- CARRIED

ITEM 18.2
125/17

ACCESS COMMITTEE - EXPRESSIONS OF INTEREST

RESOLVED by Clr Searl and Clr O'Brien

1. Council formally offer a position on the Access Committee to the following applicants who expressed an interest in serving on the committee:
 - Mrs Marlene Lannan;
 - Ms Elizabeth Egan;
 - Mrs Jo Boyce;
 - Ms Susan Banfield;
 - Ms Joanne Hillian;
 - Mr Graham Croker;
 - Ms Karin Schaefer;
 - Mr Grant Kitchen.

- CARRIED

ITEM 18.3
126/17

PROPOSAL FROM STREETSCAPE CONSULTANTS

RESOLVED by Clr Searl and Clr Kensit

1. That Council engage Fresh Landscape Design to carry out consultation and design work as described in their brief labelled streetscape design 1.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 20 APRIL 2017

ITEM 18.4 LEGAL ADVICE - COUNCIL ROAD MAINTENANCE OBLIGATIONS

127/17 RESOLVED by Clr Searl and Clr Wheelwright

1. Council receive and note the report as information.

- CARRIED

The time being 3.10pm the General Manager, Director of Works and Operations, Director of Finance and Administration and the Director of Environment and Planning left the meeting.

ITEM 18.5 STAFFING MATTERS

128/17 RESOLVED by Clr Searl and Clr Wheelwright

1. That Council receive and note the report as information.

- CARRIED

THE MEETING CLOSED AT 3.25pm

Minutes confirmed 18 MAY 2017

.....
Mayor

5 MAYORAL MINUTES

The following item is submitted for consideration -

| | | |
|-----|--|----|
| 5.1 | Mayoral Minute - Mayoral Activities April/May 2017 | 44 |
|-----|--|----|

Mayoral Minutes - 18 May 2017

ITEM 5.1 Mayoral Minute - Mayoral Activities April/May 2017

FILE REFERENCE I17/255

April

- 20 April Ordinary Council Meeting;
- 24 April Meeting with NSW Infrastructure Coordinator – Re possible funding;
- 24 April Phone interview with Louise Thrower – Goulburn Post - missing
person in Laggan Area;
- 25 April Anzac Day wreath laying at Crookwell and addressing at luncheon at
RSL;
- 26 April Phone interview with Michael Prevedello - 2GN weekly broadcast;
- 26 April Phone interview with ABC radio Canberra – Dalton Power Station;
- 27 April Interview by Land Newspaper – Kristy Frost – Last livestock sale in
Goulburn;
- 27 April Interview by Louise Thrower – Goulburn Post – Last Livestock sale in
Goulburn;
- 28 April Attended the Catholic Northern Region Cross Country Carnival in
Crookwell;
- 29 April Attended the re-enactment of the capture of the Clark brothers
bushrangers (in the Braidwood district);
- 30 April Opened the shelter above the seat of reflection in Barbour Park.

May

- 2 May Attended the GHD/EPA presentation and discussion/workshop on the
Crookwell Landfill;
- 3 May Meeting with Crookwell 2 & 3 Windfarm representatives – Union
Fenosa;
- 3 May Attended the Community Outreach meeting at Taralga.

7 CORRESPONDENCE

The following item is submitted for consideration -

| | | |
|-----|--|----|
| 7.1 | Correspondence for the month of May 2017 | 46 |
|-----|--|----|

Correspondence - 18 May 2017

ITEM 7.1





Correspondence for the month of May 2017

RECOMMENDATION:

That Item 7.1 - [Minutes of Committee/Correspondence/Information] listed below be received:

1. NSW Rural Fire Service – Thank you note for meeting.
2. Denise and Peter Hughes – Montana Road upgrade and causeway.
3. Audit Office – Initial Local Government performance Audits.
4. NSW Government – Office of the Hon Sarah Mitchell MLC – Response to Dalton Power Station Submission.

ATTACHMENTS

| | | |
|--|--|------------|
| 1.  | NSW Rural Fire Service Association - thank you note for meeting | Attachment |
| 2.  | Denise and Peter Hughes - Montana Road upgrade and causeway | Attachment |
| 3.  | Audit office of NSW - Initial local government performance audits | Attachment |
| 4.  | NSW Government - Office of the Hon Sarah Mitchell MLC - Minister for Early childhood education and aboriginal affairs - response to F11/203-02 | Attachment |

**RFSA**

NSW Rural Fire Service Association Incorporated
www.rfsa.org.au
enquiries@rfsa.org.au
ABN 65 291 969 153

PO Box 845, Penrith BC NSW 2751
Phone: (02) 4722 2122
Fax: (02) 4722 2144

Councillor James Wheelwright
Upper Lachlan Shire Council
PO Box 42
Gunning NSW 2581

20 April, 2017

Dear Councillor Wheelwright,

Recent Meeting with RFSA Delegation

Thank you for taking the time to meet recently with the NSW Rural Fire Service Association (RFSA) delegation and to learn more about the ways in which the RFSA provides assistance and representation support to its members.

The opportunity to meet with you personally was appreciated and I know the delegation valued the insight you provided into your organisation's operations and commitments.

As an elected official of the peak membership body for the 70 000 members of the NSW Rural Fire Service, please don't hesitate to contact me on 0432 180 355, if I can be of assistance in matters related to the role these members play in protecting the community of NSW.

Yours sincerely,

Nathan McDonald
RFSA Division 7 Chairperson

UPPER LACHLAN SHIRE COUNCIL

GUNNING OFFICE

26 APR 2017

File No:

Supporting Our Members To Protect The Community

Form001Version1_150211

Montana Rd, Peelwood

20-4-17

Brian McCormack, Mayor

Upper Lachlan Shire

LETTER TO BE READ AT COUNCIL MEETING

Dear Mayor,

As residents with properties on Montana Rd Peelwood, we are writing to thank the council for their role in construction of a new causeway on the Cooksvale creek. As you are aware, this work was undertaken as a result of flood damage to the previous crossing.

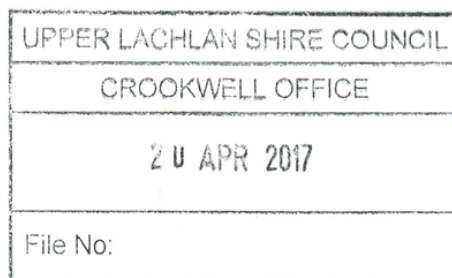
The new causeway is a big improvement over the previous one and combined with work to upgrade Montana Rd, provides better access for road users and improved safety in poor weather conditions.

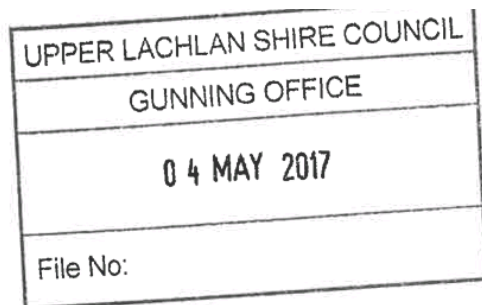
We are grateful to all council staff involved in this very extensive project. Particular thanks are due to the road team headed by Keith Lenard for their excellent work and dedication even when temperatures reached 40°C or above.

Sincerely

Denise and Peter Hughes

Sue and John Biddle





Mayor Brian McCormack
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581

Contact Audit Office
Phone No 9275 7100
Our Ref
Your Ref

27th April 2017

Dear Mayor McCormack

Initial local government performance audits

As you are aware, recent amendments to the *Local Government Act 1993* have made the Auditor-General of NSW the Auditor of Local Councils in NSW. In addition to auditing Councils' annual financial statements, the new mandate provides for the conduct of "Performance Audits".

I am aware Performance Audits are a new type of audit for Local Government so the purpose of this letter is to tell you a little bit about them and my approach.

Essentially, performance audits assess whether selected activities or services are carried out efficiently, effectively and economically. The State Government has provided my Office with funding to conduct two to three Local Government performance audits annually. I have consulted with organisations like Local Government NSW and the Office of Local Government regarding topic selection.

In this first year, I have chosen to focus on the sector as a whole, rather than on any individual council. In this way I hope to improve my Office's understanding of Local Government and to work alongside you to provide some general benchmarking or improvement opportunities. My aim is to support Councils to identify good practice and to make improvements over time.

The first Performance Audit will focus on Councils' own reporting to their communities on service delivery. My Office is conducting a desk top review of reporting in Council annual reports and will select a sample of Councils to profile in more detail.

The second audit will survey fraud controls in place across Councils. And the final performance for the 2017/18 financial year will examine current shared services arrangements.

We will contact you directly if your Council is selected for more detailed examination in any audit.

I am sure it will be helpful if I publish a forward program of possible performance audits for you to provide any feedback on. Matters identified in my annual financial audits will also inform the selection of future topics, which may be a mix of sector wide or more targeted audits. Again, my officers will contact you during the early stages of any audit involving your Council.

Information regarding Performance Audits and my Office's approach to Local Government can be found at <http://www.audit.nsw.gov.au/>. I also enclose our Performance Audit Guide for Local Government for your information.

You may like to view my current program of State Government Performance Audits to get a better insight into the nature of performance auditing. You can also discuss any aspect of the audit of your Council with the Business Team Leader responsible for your Council. Contact details will be provided to your General Manager in our Client Service Report.

I am looking forward to working constructively with you and your officers to carry out my obligations under the Act but to also support you in your work. If you have any questions, please feel free to email me (mail@audit.nsw.gov.au).

Please note I have also written to your General Manager asking that this advice be tabled at a forthcoming council meeting.

With my best regards

A handwritten signature in blue ink, appearing to read 'Margaret Crawford', with a stylized, flowing script.

Margaret Crawford
Auditor-General of NSW

PERFORMANCE AUDIT GUIDE FOR LOCAL GOVERNMENT

INTRODUCTION

Performance audits assess whether an agency or council is carrying out its activities effectively, and doing so economically and efficiently and in compliance with relevant laws.

This Guide provides councils (the audited agency) with information about the NSW Audit Office's performance audit process. The Guide outlines the legislative framework and the NSW Auditor-General's authority, and what to expect of the Audit Office during a performance audit.

The Guide also informs councils of their obligations to assist the performance audit team to effectively and efficiently complete their work.

LEGISLATIVE FRAMEWORK

Auditor-General's authority to conduct performance audits

The *Public Finance and Audit Act 1983* (PF&A Act) sets out the Auditor-General's functions, mandate and powers.

The Auditor-General's independence is assured by key provisions in the PF&A Act. Specifically, the Auditor-General:

- reports directly to NSW Parliament on audits of agency financial reports and performance
- can only be dismissed by a resolution of both houses of the NSW Parliament
- decides on the program of work undertaken by the Audit Office
- is appointed for a non-renewable eight year period. In addition, performance audits are funded by NSW Parliament, not the agency being audited.

Under the *Local Government Amendment (Governance and Planning) Act 2016* (the Act), the Auditor-General is the auditor of all NSW councils and 'council entities' from 1 July 2016 and has the mandate to conduct performance audits.

The Act gives the Auditor-General authority to choose the topics and agencies for review, and to access required agency information.

The Auditor-General is required to report to the head of the audited agency, the responsible Minister and Treasurer on the result of a performance audit. In many cases, this will include the Office of Local Government and its Minister due to their respective roles.

FOLLOW-UP PROCESS AFTER THE PERFORMANCE AUDIT IS COMPLETED

Approximately 12 months after each performance audit report is tabled in Parliament, the Public Accounts Committee (the Committee) may follow up action taken by audited agencies in response to recommendations made by the Auditor-General. As part of the follow up process, the Committee questions agencies about their response to the recommendations and, if required, conducts public hearings to examine witnesses. The Auditor-General also provides comments on submissions made by agencies to the Committee.

After the performance audit report is tabled, we write to the head of each audited agency to confirm this process and provide a template to assist the audited agency to report to the Committee when requested.

ROLES AND RESPONSIBILITIES

The Audit Office's obligations

We aim to complete our work efficiently to minimise the impost on each council. The time to complete this work varies depending on the complexity of the audit topic and the number of councils and state agencies that may be involved. This may range from six to 12 months.

Knowledge of the program or activity being audited

The audit team will obtain sufficient knowledge to enable it to identify and understand issues relevant to the program or activity being audited.

Performance audits may be undertaken on topics that require specialised skills and knowledge beyond those possessed by the audit team. In these cases, we engage consultants to provide expert assistance to the audit team and will discuss this with the audited council. The audit team must ensure that any consultant engaged for the audit has the necessary competence, capabilities and impartiality to complete the work required.

No surprises approach

The audit team seeks to establish a constructive relationship with each council so that there are 'no surprises' in the final audit report. The audit team will explain the audit process at commencement and will maintain appropriate communication throughout the audit. Council's General Manager, and executive staff, are encouraged to provide input at appropriate stages of the audit, such as when the audit is being scoped, and when preliminary findings, the draft report and potential recommendations are discussed.

Our audit process outlined in Table 1 provides several formal consultation points for the council to discuss the audit planning, preliminary findings and draft report during the course of the audit. In practice, there is ongoing and frequent communication between the audit team and the liaison officers.

Additionally, the head of the audited council and council executive staff can contact the Auditor General, Deputy Auditor General or Assistant Auditor-General Performance Audit at any time to discuss the audit. Our contact details are provided to the General Manager and council liaison officers at the commencement of the audit.

Audit methodology

Our performance audit methodology is designed to satisfy Australian Audit Standards ASAE 3000 and 3500 on performance auditing. The Standards require the audit team to comply with relevant ethical requirements and plan and perform the audit to obtain reasonable assurance and draw a conclusion on the audit objective. Our processes have also been designed to comply with the performance audit requirements specified in the Act.

Security of agency information

The Audit Office treats all audit-related information as 'in-confidence'. Our computer network has appropriate security measures in place to mitigate unlawful access. Secure arrangements are also in place to store physical documentation.

- unrestricted access to all people in the council from whom it is necessary to obtain audit evidence.

The General Manager is also requested to advise the audit team:

- if they or their council has any knowledge of any actual, suspected or alleged intentional misstatement (such as fraud) or non-compliance with laws and regulations in relation to the audit topic
- whether there has been any internal or external reviews or audits conducted in relation to the audit topic.

Comply with work health and safety (WHS) and anti-discrimination laws, and harassment-free workplace policies

The Audit Office is committed to maintaining a high standard of work health and safety, and our staff are expected to treat each other and council staff with courtesy and respect.

Councils have a duty of care to Audit Office staff under the *Work Health and Safety Act 2011*, Regulation, Codes of Practice and recognised industry standards, as appropriate.

If the audit team fails to adhere to anti-discrimination laws or the harassment free workplace policy, the council liaison officers should advise the Assistant Auditor-General Performance Audit immediately.

The Audit Office has policies and strategies to prevent and deal with discrimination and harassment.

If the audit team is treated contrary to anti-discrimination laws and the harassment free workplace policy by any council staff, the audit team will advise the Assistant Auditor-General Performance Audit immediately. The incident will be raised with the council liaison officers and, if necessary, with the General Manager and the Auditor-General.

Transmission of agency information

Council's may provide working papers in hard copy or electronic format. Our preferred format is electronic documents in Word, Excel, or PDF formats provided by e-mail or through the Audit Office's secure file upload service. Details of e-mail addresses to use, or the file upload service, are provided by the audit team when information is requested.

The audit team may need 'read only' access the council's electronic systems. If this is required, the liaison officer will be asked to arrange the necessary access including log in IDs or access terminals on-site.

| | | | |
|------------------|---------------------|--|----------------------------------|
| <i>Reporting</i> | <i>Draft report</i> | A draft report is prepared and a meeting held with council's liaison officers to discuss their feedback. The purpose of the draft report is to give the council the opportunity to identify errors of fact or interpretation, and to provide additional relevant evidence that addresses the audit criteria. Responses received from the council are carefully considered and amendments made as necessary. During this process the audit team will also discuss with council's liaison officers potential recommendations to be included in the audit report. The General Manager may wish to meet with the Auditor-General to discuss the draft audit report and recommendations before it is finalised. | <i>Draft report</i> |
| | | | <i>Potential recommendations</i> |
| | <i>Final report</i> | The audit's final report is issued by the Auditor-General to the General Manager, Chief Executive, the responsible Minister/s, and the Treasurer, in accordance with the Local Government Act 1993. The audit report includes recommendations to improve accountability and performance. The General Manager is invited to provide a written response to the audit report and its recommendations that will be published with the audit report. | <i>Final statutory report</i> |
| | | The audit report is tabled in NSW Parliament and published on the Audit web site | <i>Tabled report</i> |

Helen Peterson

From: Public Mitchell Office Email <Office@mitchell.minister.nsw.gov.au>
Sent: Wednesday, 3 May 2017 11:06 AM
To: Upper Lachlan Shire Council
Subject: Thank you for your letter
Attachments: F11 203-02.pdf

Dear Mr Bell

I write in response to your letter referenced F11/203-02.

Thank you for raising this issue however this fall within the portfolio responsibilities of the Hon Don Harwin MLC, in his capacity as Minister for Energy and Utilities.

Accordingly, I have referred your enquiry to Minister Harwin for his consideration and appropriate action.

Yours sincerely

Office of the Hon Sarah Mitchell MLC
Minister for Early Childhood Education
Minister for Aboriginal Affairs
Assistant Minister for Education

T: +61 2 8574 5950

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9 ENVIRONMENT AND PLANNING

The following items are submitted for consideration -

| | | |
|-----|---|----|
| 9.1 | Monthly Weeds Activities Report | 58 |
| 9.2 | Development Statistics for the Month of April 2017 | 61 |
| 9.3 | Proposed road names in subdivision of land the subject of development consent 80/2016, Lot 14 DP1219071, Cullerin Road, Gunning | 67 |

Environment and Planning - 18 May 2017

ITEM 9.1 Monthly Weeds Activities Report

FILE REFERENCE I17/251

AUTHOR Manager of Noxious Weeds

ISSUE

Providing Council with a summary of weed control activities that have been conducted in the past month.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

Standard monthly report providing Council with a summary of the weed control activities that have been conducted in the month of April 2017.

REPORT

Property Inspections

| Property | Weed | Parish | Road or Street | Date | Action | Degree |
|-------------------|---------------|-------------|-----------------|---------|----------|--------|
| Lot 54 DP 750014 | S/T BB | Eden Forest | Gibraltar | 11/4/17 | Routine | 1 |
| Lot 1 DP 871463 | S/T BB | Eden Forest | Towrang | 11/4/17 | Notified | 2 |
| Lot 115 DP 750014 | S/T BB | Eden Forest | Gibraltar | 11/4/17 | Notified | 1 |
| Lot 128 DP 750014 | S/T BB | Eden Forest | Gibraltar | 11/4/17 | Notified | 1 |
| Lot 127 DP 750014 | S/T SJW BB | Eden Forest | Gibraltar | 11/4/17 | Notified | 2 |
| Lot 7 DP 750014 | S/T SJW BB | Eden Forest | Brayton | 11/4/17 | Notified | 2 |
| Lot 1 DP 597570 | S/T BB | Turrallo | Middle Arm | 12/4/17 | Notice | 2 |
| Lot 7 DP 1135717 | S/T BB | Turrallo | Back Arm | 12/4/17 | Routine | 2 |
| Lot 3 DP 1135717 | S/T BB | Turrallo | Robs Ln | 12/4/17 | Notice | 2 |
| Lot 59 DP 750017 | S/T BB | Guinecor | Laggan | 13/4/17 | Routine | 2 |
| Lot 15 DP 753060 | Weed ID | Wangalo | Rocky Waterhole | 19/4/17 | Routine | 1 |
| Lot 1 DP 133500 | S/T | Julong | Binda | 19/4/17 | Routine | 1 |
| Lot 1 DP 119665 | BB | Cuddyong | Binda | 19/4/17 | Routine | 1 |
| Lot 43 DP 753025 | S/T | Cuddyong | Binda | 20/4/17 | Routine | 1 |
| Lot 5 DP 753025 | S/T | Julong | Sylvia Vale | 20/4/17 | Routine | 1 |
| Lot 4 DP 864086 | S/T | Julong | Sylvia Vale | 20/4/17 | Routine | 1 |
| Lot 80 DP 753010 | S/T | Belmore | Peelwood | 24/4/17 | Notified | 2 |
| Lot 69 DP 753010 | S/T BB | Belmore | Peelwood | 24/4/17 | Notified | 2 1 |
| Lot 40 DP 753038 | S/T | Julong | Sylvia Vale | 26/4/17 | Routine | 1 |

Environment and Planning
MONTHLY WEEDS ACTIVITIES REPORT cont'd

| | | | | | | |
|------------------|--------------|-----------|-------------|---------|----------|---|
| Lot 41 DP 753048 | S/T | Julong | Sylvia Vale | 26/4/17 | Notified | 2 |
| Lot 42 DP 753038 | S/T | Julong | Sylvia Vale | 27/4/17 | Routine | 1 |
| Lot 2 DP 541592 | S/T | Julong | Sylvia Vale | 27/4/17 | Notified | 3 |
| Lot 1 DP 188222 | S/T | Mulgowrie | Sylvia Vale | 28/4/17 | Routine | 1 |
| Lot 2 DP 1146175 | BB | Bolong | Bolong | 28/4/17 | Notified | 3 |
| Lot 1 DP248343 | BB | Bolong | Bolong | 28/4/17 | Routine | 1 |
| Lot 5 DP 834753 | S/T | Pejar | Dawson | 1/5/17 | Notified | 3 |
| Lot 6 DP 834753 | S/T | Pejar | Dawson | 1/5/17 | Routine | 1 |
| Lot 98 DP 750043 | S/T | Pejar | Dawson | 1/5/17 | Routine | 1 |
| Lot13 DP 754111 | S/T SJW | Dalton | Darbys | 4/4/17 | Routine | 2 |
| Lot 34 DP 754126 | BB | Lampton | Learys Ln | 12/4/17 | Routine | 2 |
| Lot 30 DP 754101 | S/T BB | Biala | Sapphire | 12/4/17 | Notified | 2 |
| Lot 35 DP 754125 | S/T BB | Kildare | Sapphire | 12/4/17 | Routine | 2 |
| Lot 42 DP 65115 | S/T BB | Dalton | Jerrawa | 26/4/17 | Routine | 1 |
| Lot 10 DP 134100 | BB | Gunning | Hume Hwy | 27/4/17 | Routine | 2 |
| Lot 11 DP 754101 | BB S/T FB | Biala | Heffernans | 27/4/17 | Notified | 2 |
| Lot 46 DP 754101 | BB S/T EB | Biala | Heffernans | 27/4/17 | Notified | 2 |
| Lot 1 DP 134005 | ST/BB | Bunton | Rugby | 27/4/17 | Notice | 2 |

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

Key for Degree of Infestations

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

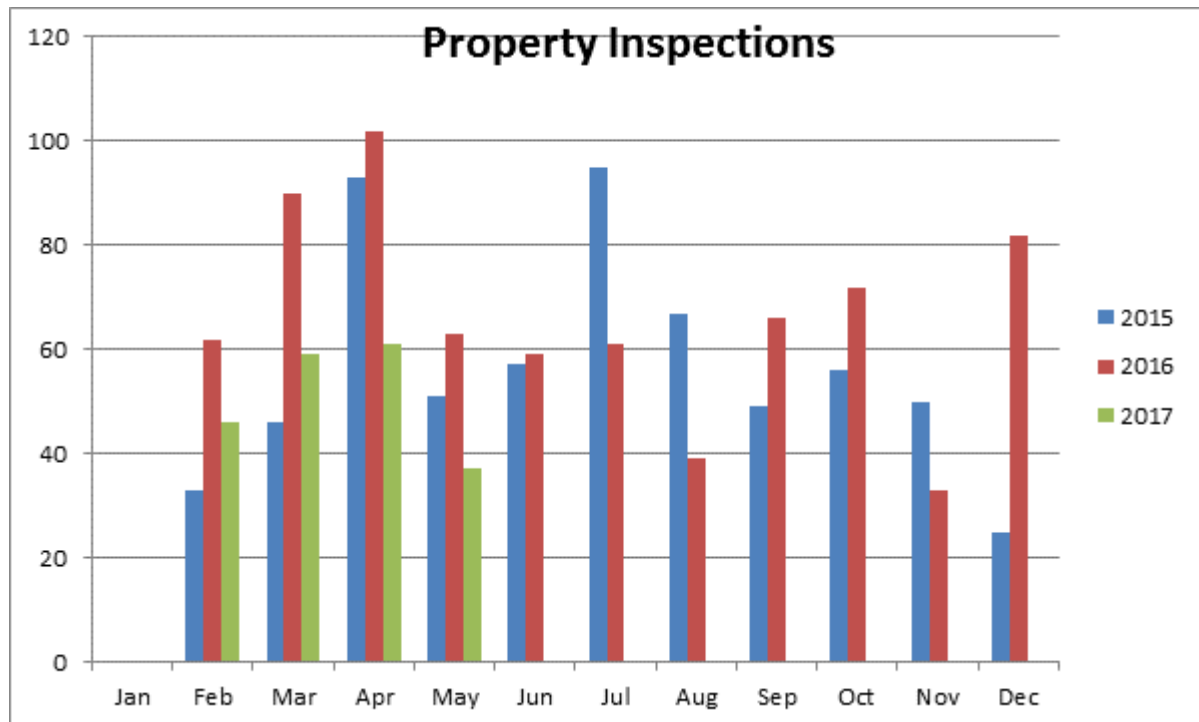
Key for Actions of Inspections

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

Notice – an inspection where a Weed Control Notice under section 18 of the Act will be served.



Roadside Weed Control

Roadside weed control programs are now focusing on the control of grass weeds including Serrated Tussock, African Lovegrass, Chilean Needle Grass and Coolatai Grass. A small number of Fireweed plants are also been located, noxious weed staff will be focusing on finding and destroying any plants found on roadsides over the next six months.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Environment and Planning - 18 May 2017

ITEM 9.2 **Development Statistics for the Month of April 2017**

FILE REFERENCE I17/252

AUTHOR **Economic Development Officer**

ISSUE

Providing Council with a summary of the development control activities that have occurred in the month of April 2017.

RECOMMENDATION That -

1. Council receives and notes the report as information.
-

BACKGROUND

Standard monthly report providing Council with a summary of the development control activities that have occurred in the month of April 2017.

REPORT

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

| Statistics by Development Type | | | | | | | | |
|--------------------------------|------------|--------------------|---------------------------------------|---------------------|------------|------------------|---------------------------------------|---------------------|
| Current Year | | | | | Last year | | | |
| DA Type | April 2017 | | Year to Date 1/7/2016 to 30/6/2017 | | April 2016 | | Year to date 1/7/2015 to 30/6/2016 | |
| | Count | \$Value | Count | \$Value | Count | \$Value | Count | \$Value |
| Commercial | 2 | \$641,000 | 9 | \$1,223,585 | 0 | \$0 | 6 | \$1,127,063 |
| Residential | 6 | \$418,604 | 101 | \$17,127,257 | 4 | \$467,882 | 107 | \$17,247,127 |
| Industrial | 0 | \$0 | 1 | \$0 | 0 | \$0 | 0 | \$0 |
| Other | 0 | \$0 | 9 | \$115,000 | 1 | \$0 | 11 | \$25,020,000 |
| Total | 8 | \$1,059,604 | 120 | \$18,465,842 | 5 | \$467,882 | 124 | \$43,394,190 |
| Subdivision | | | | | | | | |
| Type | Count | Lots | Count | Lots | Count | Lots | Count | Lots |
| Residential | 0 | 0 | 4 | 78 | 0 | 0 | 4 | 10 |
| Rural Residential | 0 | 0 | 3 | 9 | 0 | 0 | 7 | 53 |
| Commercial | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Industrial | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

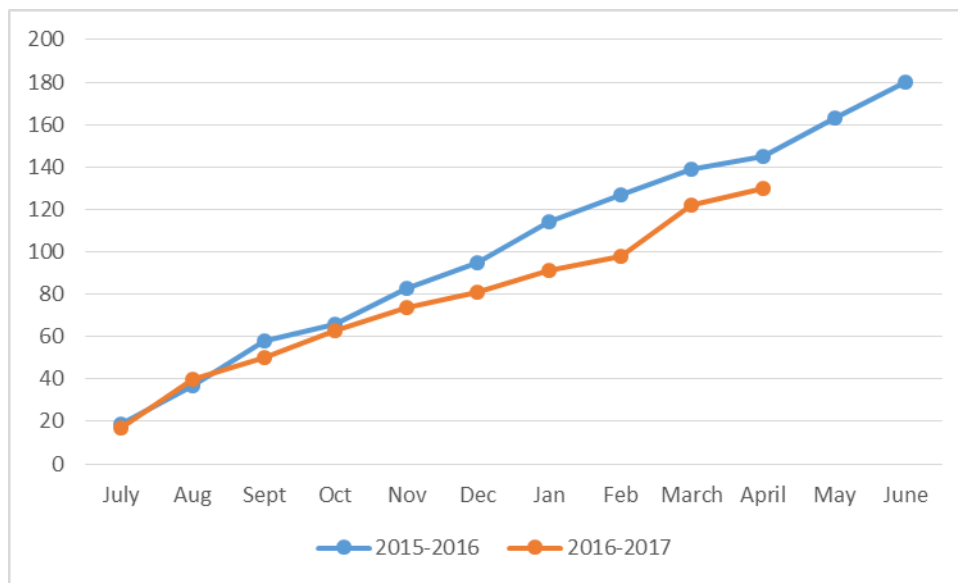
Environment and Planning

DEVELOPMENT STATISTICS FOR THE MONTH OF APRIL 2017 cont'd

| | | | | | | | | |
|---------------------|----------|----------|-----------|------------|----------|----------|-----------|-----------|
| Boundary Adjustment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Strata | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Agricultural | 0 | 0 | 3 | 8 | 1 | 4 | 6 | 24 |
| Modification | 0 | 0 | 2 | 13 | 0 | 0 | 3 | 0 |
| Total | 0 | 0 | 12 | 108 | 1 | 4 | 20 | 87 |

1. Development Applications

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



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

| DA's under assessment | DA modifications under assessment | DAs received April 2017 | DA modifications received April 2017 | DAs determined April 2017 | DA modifications determined April 2017 |
|-----------------------|-----------------------------------|-------------------------|--------------------------------------|---------------------------|--|
| 23 | 2 | 7 | 1 | 7 | 5 |

The average determination processing time is for the month of April was 25 days.

Determinations issued 1 April to 30 April 2017 are summarised in the following table:

| Determinations Issued between 1 April 2017 to 30 April 2017 | | |
|---|---|---|
| DA No. | Proposal | Property |
| 128/2013 (Modification) | Dwelling | Lot 7 Sec 14 DP 758110 – Edward St, Binda |
| 108/2015 (Modification) | Commercial Use – Modification to a restaurant | Lot 1 DP 133897 – 2006 Cullerin Rd, Gunning |
| 75/2016 (Modification) | Dwelling | Lot A DP 358283 – Wade St, Crookwell |

| Determinations Issued between 1 April 2017 to 30 April 2017 | | |
|--|----------------------------|--|
| DA No. | Proposal | Property |
| 76/2016 | Alterations/Additions | Lot 33 DP 753038 – 2791 Junction Point Rd, Binda |
| 98/2016 (Modification) | Dwelling | Lot 3 DP 864795 – 247 Tyrl Tyrl Rd, Laggan |
| 122/2016 (Modification) | Alteration/Additions | Lot 1 DP 900385 – 46 Cooper St, Taralga |
| 124/2016 | Dwelling | Lot 1 DP 1222109 – 169 Craigs Rd, Curraweela |
| 2/2017 | Collector Pumpkin Festival | Lot 10 DP 1046757 – 3 Brennan St, Collector |
| 18/2017 | Garage/Shed | Lot 19 DP 702495 – 19 Martyn St, Taralga |
| 20/2017 | Garage/Shed | Lot 348 DP 754108 – 12 Smith Rd, Crookwell |
| 22/2017 | Garage/Shed | Lot 3 DP 1194731 – 2883 Woodhouselee Rd, Laggan |
| 23/2017 | Garage/Shed | Lot 96 DP 111842 – 32 Tait St, Crookwell |

The Development Applications outstanding as of 30 April 2017 are summarised in the following table:

| Outstanding Development Applications – 30 April 2017 | | | | |
|---|----------------------|-------------------------|---|--|
| Application No | Date Received | Proposal | Property | Reason |
| 33/2016 | 22/04/2016 | Demolition & Fence/Wall | Church & Goulburn Street, Collector Lot 1 DP 256082 & Lots 2 & 3 DP 554640 | Awaiting additional information from applicant |
| 8/2017 | 31/01/2017 | Intensive Ag Use | Greenmantle Rd, Bigga Lot 4 DP 742425 | Awaiting additional information from the applicant |
| 12/2017 | 17/02/2017 | Change of Use | Goulburn St, Crookwell Lot 3 DP 661368 | Awaiting additional information from the applicant |
| 13/2017 | 21/02/2017 | Community Event | Copeland St, Gunning Lot 7009 DP 94454 | Deferred for additional |
| 14/2017 | 21/02/2017 | Subdivision | 2392 Gurrundah Rd, Gurrundah Lot 10 DP 1214847 | Under assessment |
| 39/2016 (Modification) | 2/03/2017 | Subdivision | Tulloh St Crookwell Lot 1 DP 1086372 | Under assessment |
| 15/2017 | 3/3/2017 | Signs | 20 Carrington St Crookwell Lot 21 Sec 8 DP 2383 | Under assessment |

Environment and Planning**DEVELOPMENT STATISTICS FOR THE MONTH OF APRIL 2017** cont'd

| | | | | |
|----------------------------|-----------|--|---|--|
| 17/2017 | 9/3/2017 | Commercial Use | 210 Goulburn St Crookwell Lot 1 DP 655209 | Under assessment |
| 19/2017 | 13/3/2017 | Dwelling | 1 Sommerset Place Crookwell Lot 50 DP 1075643 | Under assessment |
| 24/2017 | 20/3/2017 | Dwelling | High St Crookwell Lot 2 DP 1228438 | Referred to Engineering |
| 25/2017 | 21/3/2017 | Transportable Dwelling | 6 Bond St Gunning Lot 41 DP 1159084 | Awaiting additional information |
| 26/2017 | 27/3/2017 | Dwelling | 35 Redground Heights Rd Laggan Lot 1 DP 1085367 | Awaiting additional information |
| 27/2017 | 29/3/2017 | Garage/Shed | 1 Bishop St Binda Lot 28 Sec 23 DP 758110 | Referred to Engineering |
| 28/2017 | 29/3/2017 | Dwelling | 40 Goulburn St Collector Lot 11 DP 1066071 | Deferred for additional information and notification |
| 29/2017 | 30/3/2017 | Dwelling | 115 Cobodong Rd Curraweela Lot 3 DP 1083826 | Under assessment |
| 30/2017 | 30/3/2017 | Dwelling | 558 Redground Heights Rd, Laggan Lot 2 DP 1206394 | Under assessment |
| 31/2017 | 6/4/2017 | Dwelling Alterations & Additions | Village of Laggan Lot 3 DP 917994 | Under assessment |
| 32/2017 | 7/4/2017 | Dwelling | 29 Goulburn St Collector Lot 12 DP 793491 | Deferred for additional information |
| 121/2016 (Modification) | 10/4/2017 | Alterations & Additions for Commercial Use | 152 Goulburn St Crookwell Lot A DP 185805 | Under assessment |
| 33/2017 | 18/4/2017 | Alterations & Additions to an office | 30/32 Biala St Gunning Lot 6 DP 1190696 | Under assessment |
| 34/2017 | 19/4/2017 | Pergola | Federal Hwy Wollogorang Lot 1 DP 833364 | Under assessment |
| 35/2017 | 24/4/2017 | Garage/Shed | 79 Spring St Crookwell Lot B DP 359415 | Under assessment |
| 36/2017 | 28/4/2017 | Demolition | Goulburn St Crookwell Lot 1 DP 972852 | Under assessment |

Environment and Planning**DEVELOPMENT STATISTICS FOR THE MONTH OF APRIL 2017** cont'd

| | | | | |
|---------|-----------|----------------|---|------------------|
| 37/2017 | 28/4/2017 | Commercial Use | 129 Goulburn St Crookwell Lot B DP 367057 | Under assessment |
|---------|-----------|----------------|---|------------------|

2. Construction Certificates

| Construction Certificates Issued between 1 April 2017 & 30 April 2017 | | |
|--|-----------------------|--|
| CC No. | Proposal | Property |
| 77/2016 | Garage/Shed | Lot 72 DP 877027 – 93 Redground Rd, Crookwell |
| 17/2017 | Garage/Shed | Lot 96 DP 1111842 – 32 Tait St, Crookwell |
| 21/2017 | Alterations/Additions | Lot 104 DP 750035 – 254 Mullins Creek Rd Breadalbane |
| 23/2017 | Garage/Shed | Lot 348 DP 754108 – 12 Smith Rd, Crookwell |
| 25/2017 | Dwelling | Lot 6 DP 1217974 – 16 McIntosh Rd, Crookwell |
| 26/2017 | Garage/Shed | Lot 3 DP 1194731 – 2883 Woodhouselee Rd, Laggan |
| 27/2017 | Garage/Shed | Lot 19 DP 702495 – 19 Martyn St, Taralga |

| Approved by Council | | Approved by Private Certifier | |
|----------------------------|---------------------|--------------------------------------|---------------------|
| April 2017 | Year to date | April 2017 | Year to date |
| 7 | 48 | 0 | 0 |

3. Occupation Certificates

| Occupation Certificates Issued between 1 April 2017 and 30 April 2017 | | |
|--|-----------------|---|
| OC No. | Proposal | Property |
| 24/2017 | Dwelling | Lot 3 DP 1150915 – 2575 Woodhouselee Rd, Laggan |
| 25/2017 | Dwelling | Lot 11 DP 1219071 – 135 Boureong Drive, Gunning |

| Approved by Council | | Approved by Private Certifier | |
|----------------------------|---------------------|--------------------------------------|---------------------|
| April 2017 | Year to date | April 2017 | Year to date |
| 2 | 31 | 0 | 0 |

4. Subdivision Certificates

| Subdivision Certificates Issued between 1 April 2017 & 30 April 2017 | | |
|---|-----------------|--|
| SC No. | Proposal | Property |
| 2/2017 | Subdivision | Lot 177 DP 753042 – 1 Laggan Rd, Crookwell |
| 3/2017 | Subdivision | Lot 170 DP 48016 – Taralga Rd, |

| Subdivision Certificates Issued between 1 April 2017 & 30 April 2017 | | | |
|---|---------------------|--------------------------------------|---------------------|
| SC No. | Proposal | Property | |
| | | Curraweela | |
| Approved by Council | | Approved by Private Certifier | |
| April 2017 | Year to date | April 2017 | Year to date |
| 2 | 22 | 0 | 0 |

5. Planning Certificates

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

| 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 | 355 |

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Environment and Planning - 18 May 2017

ITEM 9.3 **Proposed road names in subdivision of land the subject of development consent 80/2016, Lot 14 DP1219071, Cullerin Road, Gunning**

FILE REFERENCE **I17/260**

AUTHOR **Manager of Environment and Planning**

ISSUE

Council has received a request for endorsement of proposed road names in a subdivision of Lot 14 DP1219071, Cullerin Road, Gunning, the subject of Council's development consent 80/2016.

RECOMMENDATION That -

1. Council endorse the proposed road names as nominated by the letter of 18 April 2017 from Fraish Consulting Civil & Structural Engineers, namely:
 - a. Gundungurra Drive
 - b. Bunduluk Place.

BACKGROUND

On 31 October 2016, Council granted development consent 80/2016 for subdivision of Lot 14 DP1219071, Cullerin Road, Gunning to create eight rural residential lots, as well as carrying out of works for the purpose of two new roads. A copy of the consent drawings is attached as Attachment 1.

The consent conditions require proposed names of the roads in the development to be submitted to Council for consideration.

REPORT

Pursuant to the conditions of development consent 80/2016, Council has received a letter from Fraish Consulting Civil & Structural Engineers, nominating proposed names for the two roads in the development. A copy of the letter is attached as Attachment 2.

The proposed road names are as follows and as indicated on the plan in Attachment 3:

- Road 1 (entry road from Grabben Gullen Road (Regional Road MR52)): "Gundungurra Drive"
- Road 2 (road and cul de sac originating from Road 1): "Bunduluk Place".

Environment and Planning

PROPOSED ROAD NAMES IN SUBDIVISION OF LAND THE SUBJECT OF DEVELOPMENT CONSENT 80/2016, LOT 14 DP1219071, CULLERIN ROAD, GUNNING cont'd

Fraish Consulting submits that the Gundungurra tribe are the traditional custodians of land in the region, and “bunduluk” is the Gundungurra word for rosella, a bird that commonly inhabits the area.

POLICY IMPACT

Nil.

OPTIONS

The Council may decide to endorse the proposed road names, refuse endorsement, or defer its decision in the matter.

FINANCIAL IMPACT OF RECOMMENDATIONS

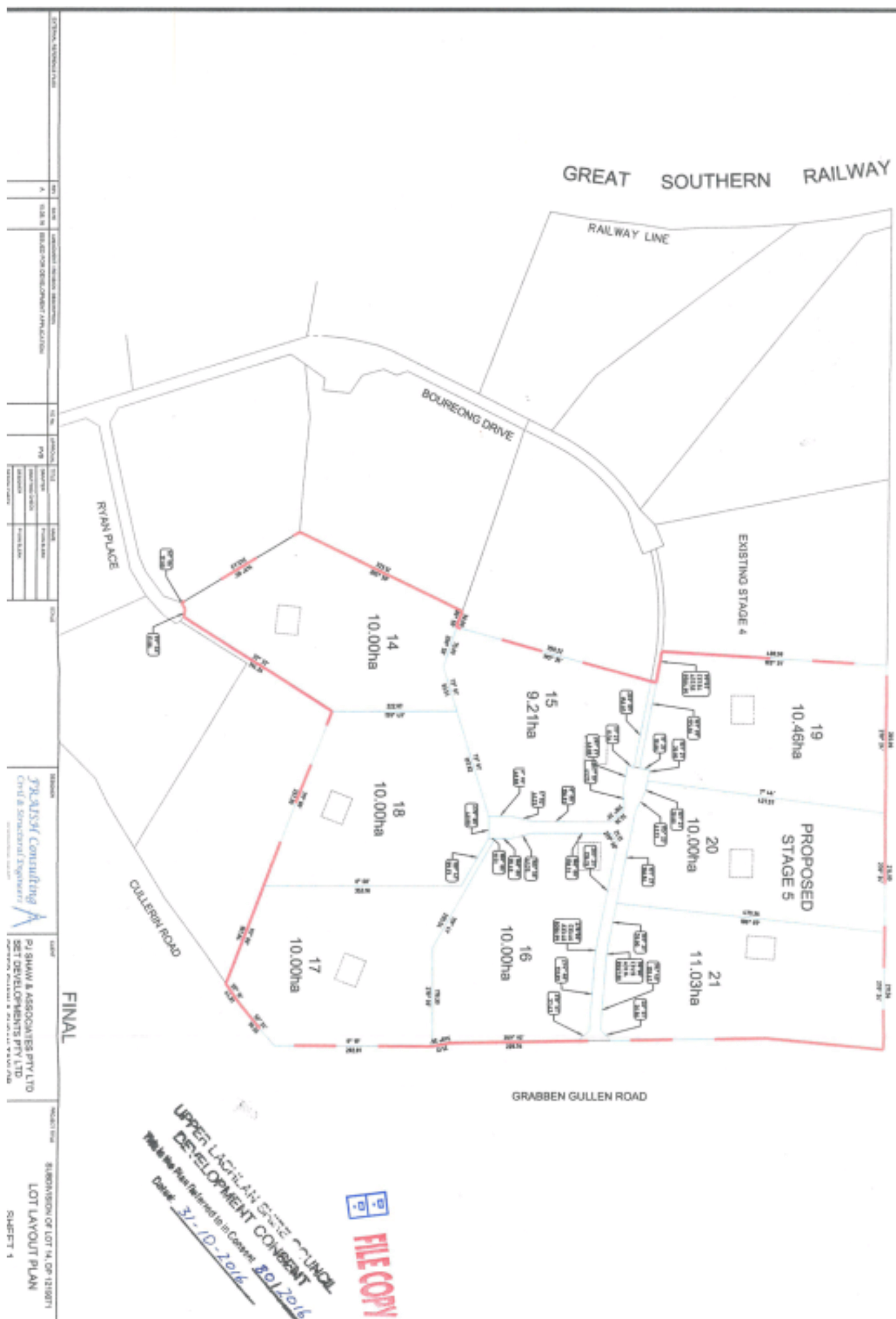
Nil.

RECOMMENDATION That -

1. Council endorse the proposed road names as nominated by the letter of 18 April 2017 from Fraish Consulting Civil & Structural Engineers, namely:
 - a. Gundungurra Drive
 - b. Bunduluk Place.

ATTACHMENTS

| | | |
|----------------------|---|------------|
| 1. ↓ | DA 80/2016 consent drawings | Attachment |
| 2. ↓ | Fraish Consulting letter nominating proposed road names | Attachment |
| 3. ↓ | Map indicating proposed road names | Attachment |



FRAISH Consulting
Civil & Structural Engineers



1/8 Victoria Street, Hall ACT
PO Box 310, Hall ACT 2618
02 6230 2823 • 0418 585 774
info@fraish.com.au • www.fraish.com.au

18th April 2017

Upper Lachlan Shire Council
44 Spring Street,
Crookwell NSW 2583

Attention: The General Manager

Development Application DA.80.2016
Lot 14 DP 1219071 – Boureong Drive, Gunning NSW 2582

Dear Sir,

Following on from recent discussions with your planning department we propose the following names for the two new roads at the above subdivision. These are :-

Road 1 (Entry road from Grabben Gullen Road)

Proposed name : "Gundungurra Drive"

Reasons : The Gundungarra tribe were the traditional custodians of land in this region.

Road 2 (cul-de-sac off of Road 1)

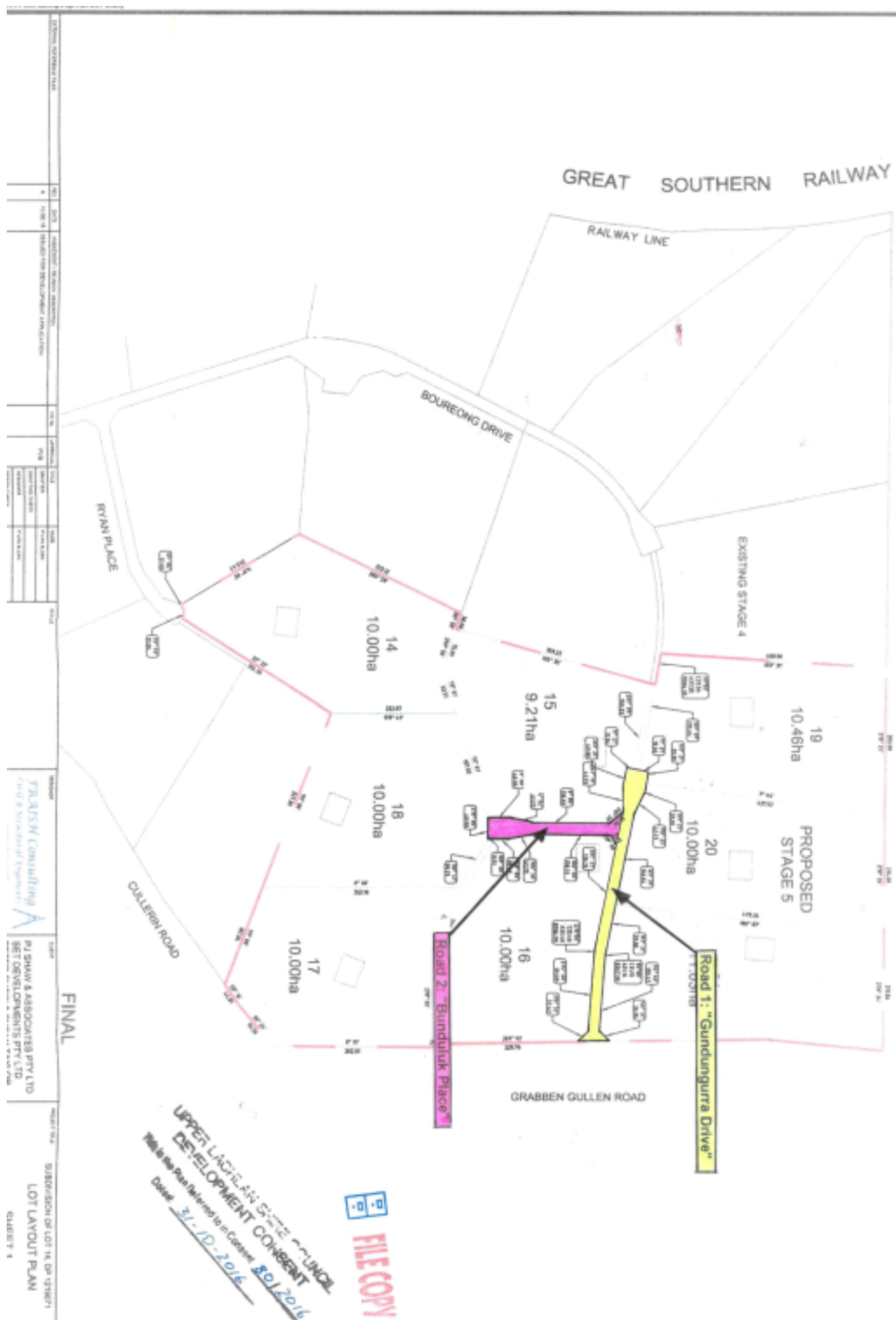
Proposed name : "Bunduluk Place"

Reasons : Bunduluk is the name for the rosella bird in the Gundungurra language. This area is a common habitat for Rosella's. This can be confirmed at http://en.wikipedia.org/wiki/Gundungurra_language

We would be obliged if this proposal could be presented to Council for consideration. In the event that these names are not supported we would seek approved optional names.

Yours Sincerely

Alex Baird
BEng MIEAust CPEng NER



10 WORKS AND OPERATIONS

The following items are submitted for consideration -

| | | |
|------|--|----|
| 10.1 | Works In Progress - Construction & Maintenance | 74 |
| 10.2 | Works In Progress - Technical & Managerial | 78 |

Works and Operations - 18 May 2017

ITEM 10.1 **Works In Progress - Construction & Maintenance**

FILE REFERENCE **I17/228**

AUTHOR **Manager of Works**

0ISSUE

This report provides Council with details regarding the construction and maintenance work in progress.

RECOMMENDATION That -

1. Council receive the report and note the information.

BACKGROUND

Works and Operations Department construction and maintenance works in progress.

REPORT

Road service requests for grading maintenance, pothole repairs, drainage maintenance and vegetation maintenance are being received frequently. Works are being attended to in a priority order.

Details of the major current projects are set out below:-

1. MR54 Segment 600, Junction Point Road reconstruction and initial sealing, segment length 5.3km

Earthworks is continuing on stage 3, a 1.05km section. This section is scheduled to be sealed in June 2017, weather permitting.

Once stage 3 is completed, the remaining 1.93km is scheduled to be completed in December 2017, weather permitting.

In addition to the above construction works, RMS and Council officers are investigating options to improve the alignment on a steep and winding section that adjoins the abovementioned segment. This section is known as segment 610.

2. MR256 Abercrombie Bridge Replacement Project

This timber bridge replacement project is co-funded by Infrastructure NSW Restart NSW programme and the Department of Infrastructure and Regional Development Bridges Renewal program.

Works and Operations

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

As previously advised, delivery of part of the precast components was completed in early March 2017, with 15 precast units delivered.

The Aboriginal Heritage Impact Permit (AHIP) application process is with the Office of Environment and Heritage (OEH) and once granted will allow Council to impact on the artefacts under conditions to be specified in the permit.

Oberon Council are still in negotiation with National Parks and Wildlife Service in respect to formalising the road reserve through the Abercrombie River National Park.

Oberon Council will advise through wording in the REF, the process to formalise the abovementioned road reserve.

Due the abovementioned formalisation of the road reserve through the Abercrombie River National Park, it is estimated the final Review of Environmental Factors (REF) will now be available at the end of May 2017 at the earliest.

Due to delays with finalising the REF and the approaching winter period Council has forwarded requests for an extension of time to both Infrastructure NSW Restart NSW programme and the Department of Infrastructure and Regional Development Bridges Renewal program.

This extension of time is to the 30 June 2018 and at the time of writing this report the response to the EOT request has not been advised.

3. MR52 Gundaroo Road Rehabilitation "Tyrone Section" 8.9km to 10.5km South of Gunning.

Council is continuing with the remaining 750m section which has included formation and pavement widening, shape correction and widening of the formation through a large cutting.

Works are expected to be completed by late May 2017, weather permitting.

This project is stage two of the three stage project for the Gundaroo Road rehabilitation program and is co-funded by the RMS Regional Road Rehabilitation Program and Council.

The final stage three is a 1.7km section adjoining this year's section. This will be completed in 2017/2018 as part of the agreed Regional Road Rehabilitation Program.

Routine Grading Maintenance

Council is receiving regular service requests for maintenance grading. Council's staff is actively reviewing the conditions of the unsealed road network and this program is subject to change depending on road conditions and weather.

Works and Operations

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

Council's proposed maintenance grading program for the upcoming month is as follows:-

Works in Progress

1. Reids Flat Road ("Boiler Hill only");
2. Sapphire Road;
3. Bannaby Area.

Scheduled Works

1. Greenmantle then Reids Flat Road;
2. Bulley's Crossing Road, Biala, and Clancy's Roads ;
3. Hillgrove and Berrabanglo Creek Roads;
4. Side roads off Wombeyan Caves Road.

Other Construction and Maintenance Works

Other Works in Progress/scheduled

1. Blackspot safety improvement works on Swallowtail Road at the Bannaby Road intersection;
2. Blackspot safety improvements on MR256 Taralga Road near "Myrtleville";
3. Vegetation trimming on MR256, Abercrombie Hill and minor works on selected trees in Crookwell and Taralga villages;
4. Gravel re-sheeting on Greenmantle, Reids Flat Road, Elms, Oolong, Berrebanglo, Cooks Hill, Dawes, Bevendale, Middle Arm and Woodhouslee Roads;
5. Village grass slashing in Crookwell, Grabben Gullen and Dalton;
6. Assisted with ANZAC Day preparations in Crookwell, Gunning;
7. Improvements to Bigga Recreation Ground amenities;
8. Currans Road causeway replacement. Box culverts ordered and awaiting delivery.

Works Completed

In addition to the major projects as detailed above, Council has also completed:-

1. Golspie Road Rehabilitation "Mianga Creek Section", 2.1 km;
2. Gravel re-sheeting on Mulgowrie, Iron Mines, Coolalie, Cummins and Levels Roads;
3. Storm restoration works on Salisbury Road;
4. Footpath maintenance near Crookwell Hospital;
5. Bitumen resealing on Middle Arm including Carrabungla intersection, Strathaird Lane, Spicers Lane, Woodhouslee road and MR54 north of Crookwell;
6. Linemarking on various locations following reseal program;
7. Village grass slashing in Collector, Breadalbane, Binda, Taralga, Crookwell and the Crookwell Air Strip.

POLICY IMPACT

Nil

Works and Operations

WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE cont'd

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive the report and note the information.

ATTACHMENTS

Nil

Works and Operations - 18 May 2017

ITEM 10.2 **Works In Progress - Technical & Managerial**

FILE REFERENCE **I17/229**

AUTHOR **Director of Works and Operations**

ISSUE

This report advises Council in regard to the technical and managerial activities of the Works and Operations Department during the previous month.

RECOMMENDATION That -

1. Council receive the report and note the information.

BACKGROUND

Advise Council in regard to the technical and managerial activities of the Works and Operations Department during the previous month.

REPORT

Council's Mayor, General Manager, and Director of Works and Operations met the State Government Infrastructure Co-ordinator (Mr Ken Gillespie) on 24 April 2017. Mr Gillespie has been appointed by the NSW Premier to find ways of expediting the delivery of infrastructure projects in Regional NSW. He was interested in sharing Council's experiences in delivering projects and was also seeking Council's advice on ways to speed up the delivery process.

Council's Director of Works and Operations will be on Annual Leave from 15 May to 30 May 2017.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

Works and Operations

WORKS IN PROGRESS - TECHNICAL & MANAGERIAL cont'd

RECOMMENDATION That -

1. Council receive the report and note the information.

ATTACHMENTS

Nil

11 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

| | | |
|------|---|-----|
| 11.1 | Investments for the month of April 2017 | 82 |
| 11.2 | Bank Balance and Reconciliation - 30 April 2017 | 86 |
| 11.3 | Rates and Charges Outstanding for the month of April 2017 | 88 |
| 11.4 | 3rd Quarter Budget Review Statements 2016/2017 | 91 |
| 11.5 | Pensioner Concession Policy | 152 |

Finance and Administration - 18 May 2017

ITEM 11.1 **Investments for the month of April 2017**

FILE REFERENCE **I17/231**

AUTHOR **Manager of Finance and Administration**

ISSUE

Council Investment Portfolio Register as at 30 April 2017.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

A schedule of the investment portfolio register and summary of available cash by fund as at 30 April 2017 is provided as information to Council.

REPORT

Investments to 30 April 2017

| Investment Institution | Type | Investment Face Value | Interest Rate | Term Days | Maturity Date | Interest Due |
|------------------------|------|-----------------------|---------------|-----------|---------------|--------------|
| CBA | Call | \$800,000 | 1.45% | N/A | 30-04-17 | \$981.23 |
| IMB | TD | \$900,000 | 2.60% | 119 | 03-05-17 | \$7,629.04 |
| Bankwest | TD | \$1,300,000 | 2.50% | 119 | 10-05-17 | \$10,595.89 |
| NAB | TD | \$1,400,000 | 2.63% | 119 | 17-05-17 | \$12,004.33 |
| Bank of Qld | TD | \$800,000 | 2.60% | 126 | 24-05-17 | \$7,180.27 |
| IMB | TD | \$800,000 | 2.60% | 126 | 31-05-17 | \$7,180.27 |
| IMB | TD | \$500,000 | 2.60% | 105 | 31-05-17 | \$3,739.73 |
| Bankwest | TD | \$800,000 | 2.50% | 98 | 07-06-17 | \$5,369.86 |
| IMB | TD | \$900,000 | 2.55% | 98 | 14-06-17 | \$6,161.92 |
| Bankwest | TD | \$900,000 | 2.45% | 84 | 21-06-17 | \$5,074.52 |
| Bankwest | TD | \$700,000 | 2.50% | 77 | 21-06-17 | \$3,691.78 |
| NAB | TD | \$500,000 | 2.89% | 364 | 28-06-17 | \$14,410.41 |
| IMB | TD | \$1,000,000 | 2.50% | 223 | 05-07-17 | \$15,273.97 |
| Bankwest | TD | \$800,000 | 2.55% | 112 | 12-07-17 | \$6,259.73 |

Finance and Administration**INVESTMENTS FOR THE MONTH OF APRIL 2017 cont'd**

| | | | | | | |
|--------------|----|---------------------|-------|-----|----------|---------------------|
| Bank of Qld | TD | \$600,000 | 2.80% | 350 | 02-08-17 | \$16,109.59 |
| Bendigo Bank | TD | \$1,200,000 | 2.70% | 364 | 16-08-17 | \$32,311.23 |
| Westpac | TD | \$400,000 | 2.47% | 364 | 18-08-17 | \$9,852.93 |
| Bendigo Bank | TD | \$1,000,000 | 2.50% | 182 | 23-08-17 | \$12,465.75 |
| Bendigo Bank | TD | \$700,000 | 2.75% | 364 | 30-08-17 | \$19,197.26 |
| IMB | TD | \$500,000 | 2.60% | 182 | 30-08-17 | \$6,482.19 |
| IMB | TD | \$500,000 | 2.60% | 180 | 30-08-17 | \$6,410.96 |
| Bendigo Bank | TD | \$800,000 | 2.70% | 364 | 20-09-17 | \$21,540.82 |
| Westpac | TD | \$800,000 | 2.50% | 182 | 20-09-17 | \$9,972.60 |
| NAB | TD | \$800,000 | 2.59% | 182 | 11-10-17 | \$10,331.62 |
| Bank of Qld | TD | \$900,000 | 2.65% | 215 | 18-10-17 | \$14,048.63 |
| Bank of Qld | TD | \$1,000,000 | 2.65% | 229 | 25-10-17 | \$16,626.03 |
| Bendigo Bank | TD | \$600,000 | 2.50% | 189 | 01-11-17 | \$7,767.12 |
| NAB | TD | \$500,000 | 2.80% | 366 | 10-11-17 | \$14,038.36 |
| NAB | TD | \$1,100,000 | 2.80% | 364 | 22-11-17 | \$30,715.62 |
| Bendigo Bank | TD | \$500,000 | 2.70% | 364 | 29-11-17 | \$13,463.01 |
| Westpac | TD | \$500,000 | 2.51% | 365 | 27-04-18 | \$12,550.00 |
| Bank of Qld | TD | \$1,000,000 | 2.75% | 364 | 31-01-18 | \$27,424.66 |
| | | \$25,500,000 | | | | \$386,861.34 |

COUNCIL INVESTMENT PERFORMANCE: -**BUDGET COMPARISON TO 30 APRIL 2017**

| | |
|--------------------------------------|-----------|
| Interest on Investments Received YTD | \$566,228 |
| Annual budgeted amount for all funds | \$567,900 |
| Percentage of Interest Received YTD | 99.71% |
| Percentage of Year Elapsed | 83.29% |

BBSW COMPARISON TO 30 APRIL 2017

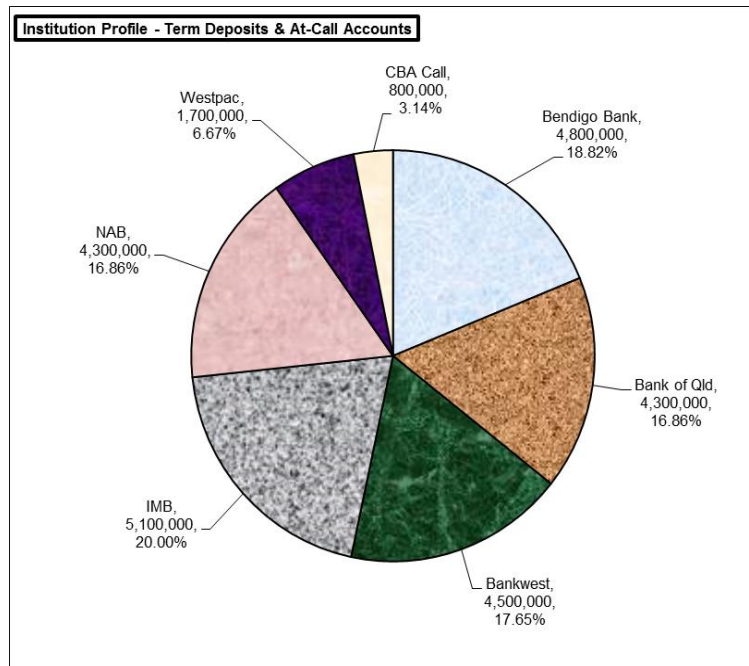
| | |
|--|-------|
| Average market interest rate (90 day BBSW) | 1.84% |
| Average return on all investments | 2.65% |

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.

INVESTMENTS FINANCIAL INSTITUTION PROFILE AS AT 30 APRIL 2017

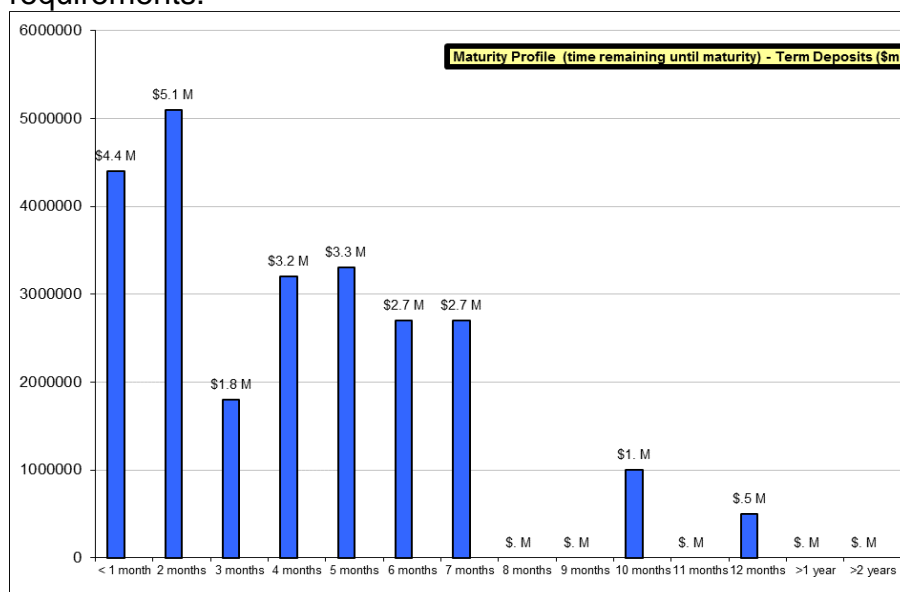
The following chart shows the current distribution of Council's investment portfolio between the authorised financial institutions used. The current distribution of funds between institutions complies with Council's Investment Policy which states:-

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



INVESTMENTS - MATURITY PROFILE AS AT 30 APRIL 2017

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



SUMMARY OF AVAILABLE CASH AT 30 APRIL 2017

TOTAL INVESTMENTS: - \$ 25,500,000.00

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

| | |
|---|------------------|
| General Fund Reserves | \$ 16,816,508.26 |
| Water Supply Fund Reserves | \$ 2,800,912.10 |
| Sewerage Fund Reserves | \$ 3,777,896.45 |
| Domestic Waste Management Fund Reserves | \$ 2,075,779.38 |
| Trust Fund Reserves | \$ 28,903.81 |

POLICY IMPACT

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

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Finance and Administration - 18 May 2017

ITEM 11.2 **Bank Balance and Reconciliation - 30 April 2017**

FILE REFERENCE I17/233

AUTHOR **Director of Finance and Administration**

ISSUE

Statement of Bank Balance and Reconciliation – 30 April 2017.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

30 APRIL 2017

| <u>STATEMENT OF BANK BALANCE & RECONCILIATION</u> | \$ |
|--|--------------------------|
| General Ledger balance brought forward 31 March 2017 | (128,772.58) |
| Add: Receipts for April 2017 | 10,416,265.60 |
| | <u>10,287,493.02</u> |
| Deduct: Payments for April 2017 | 9,340,310.50 |
| Balance as at 30 April 2017 | <u><u>947,182.52</u></u> |
| Balance as per Bank Statement 30 April 2017 | 1,269,709.74 |
| Add: Outstanding Deposits | 8,989.67 |
| | <u>1,278,699.41</u> |
| Deduct: Unpresented Cheques / EFTs | 331,516.89 |
| Balance as at 30 April 2017 | <u><u>947,182.52</u></u> |

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

Finance and Administration

BANK BALANCE AND RECONCILIATION - 30 APRIL 2017 cont'd

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Finance and Administration - 18 May 2017

ITEM 11.3 **Rates and Charges Outstanding for the month of April 2017**

FILE REFERENCE I17/234

AUTHOR **Director of Finance and Administration**

ISSUE

Rates and Charges 2016/2017 Outstanding Report as at 30 April 2017.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Summary report of Rates and Charges outstanding at month end April 2017 is detailed.

REPORT

There is an attachment titled "Rate Collection 2017 Year" for the 2016/2017 financial year. A comparison of the rates and charges outstanding percentage to previous financial years is highlighted in the below table:-

30 April 2017

| Description | 30/04/2017 | 30/04/2016 | 30/04/2015 |
|---|-------------------|-------------------|-------------------|
| Total % Rates and Charges Outstanding | 19.94% | 19.25% | 18.26% |
| Total \$ Amount Rates and Charges Outstanding | \$2,167,717 | \$2,038,530 | \$1,887,158 |

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil


Finance and Administration

RATES AND CHARGES OUTSTANDING FOR THE MONTH OF APRIL 2017 cont'd

RECOMMENDATION That -


1. Council receive and note the report as information.

ATTACHMENTS

| | | |
|--|---------------------------------|------------|
| 1.  | Rate Collection Year - May 2017 | Attachment |
|--|---------------------------------|------------|

Rate Collection 2017 Year

| Rating Categories | Levy Raised to date | Rates Received to 1 May 2017 | Rates Outstanding to 1 May 2017 | % Rates Outstanding 1 May 2017 |
|----------------------------|----------------------|------------------------------|---------------------------------|--------------------------------|
| Farmland | 4,724,121.30 | 3,765,068.67 | 959,052.63 | 20.30% |
| Residential | 1,145,261.47 | 890,417.65 | 254,843.82 | 22.25% |
| Rural Residential | 611,389.22 | 490,439.58 | 120,949.64 | 19.78% |
| Business | 285,004.53 | 219,066.11 | 65,938.42 | 23.14% |
| Mining | 2,978.03 | 2,978.03 | - | 0.00% |
| Water | 851,760.00 | 674,584.11 | 177,175.89 | 20.80% |
| Sewerage | 1,352,957.23 | 1,069,552.77 | 283,404.46 | 20.95% |
| Domestic & Comm Waste | 1,046,714.14 | 831,715.76 | 214,998.38 | 20.54% |
| Rural Waste | 564,409.60 | 449,500.16 | 114,909.44 | 20.36% |
| Storm Water | 45,383.14 | 35,439.54 | 9,943.60 | 21.91% |
| **Arrears | 239,837.31 | 193,163.43 | 46,673.88 | 19.46% |
| Credits | | 80,173.50 | -80,173.50 | |
| Overall Total Rates | 10,869,815.97 | 8,702,099.31 | 2,167,716.66 | 19.94% |

Prepared by  Date 2/5/2017

Authorised by Andrew G. Cooke Date 2/5/2017

I:\2016-2017\Rates\Recs\%outst_April 30-2017

Finance and Administration - 18 May 2017

ITEM 11.4 **3rd Quarter Budget Review Statements 2016/2017**

FILE REFERENCE **I17/235**

AUTHOR **Director of Finance and Administration**

ISSUE

Provision of a Financial Summary and Key Performance Indicators Report to Council for the 3rd Quarter Budget Review in 2016/2017.

RECOMMENDATION That -

1. Council adopts the 3rd Quarter Budget Review Statements for 2016/2017 including revotes of income and expenditure to the Operational Plan; and
2. Council endorses the Operational Plan Performance Summary Report.

BACKGROUND

This report details the Financial Summary and Key Performance Indicators for Council to the 3rd Quarter Budget Review in 2016/2017.

REPORT

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

The Income and Expenses Budget Review Statement provides an overview of Council operations for the 3rd Quarter of the 2016/2017 financial year. The following is a financial summary of the data as at 31 March 2017 – see Attachment 3:-

1. Council has raised 74.94% of the revised operating budgeted income.
2. Council has expended 69.88% of the revised operating budgeted expenditure, (includes actual expenditure and creditor commitments).
3. Capital grants and contributions income received is 27.19% of the revised budgeted capital income.
4. Council has expended 54% of the revised budgeted capital expenditure (including actual capital expenditure and creditor commitments) on asset acquisitions and renewals.

Budget Revote's

Council resolved an original operating budget surplus (before capital grants and contributions), totalling \$2.101 million.

Since the original budget was adopted there are operational budget net revotes for the 1st Quarter totalling -\$32,400. In the 2nd Quarter there were operational budget net revotes of \$1,388,317. There are zero operational budget revotes in the 3rd Quarter. The revised operating budget surplus forecast remains at \$745,505 (before capital grants and contributions).

Attachment 5 to this report details the individual revotes of income and expenditure in the 3rd Quarter. There were a minor number of capital works revotes of income and expenditure that were reported to Council in the 3rd Quarter. The net increase in budgeted capital expenditure is \$19,434.

Operational Budget Analysis

Council's operational budget analysis is outlined in Attachment 3. The year to date actual to budget operating income shows that total revenue received year to date is comparable to the anticipated budget forecast within 5% of those forecasts. Likewise the year to date actual to budget operating expense shows that total expenditure year to date is similar to that anticipated within 5% of budget forecasts.

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

Capital Budget Analysis

The total capital expenditure budget, including accounts payable commitments, is 54% complete at year to date as detailed in Attachment 8. This attachment provides further detail in regards to progress of each individual capital project.

The General Fund capital expenditure program is 44% complete year to date. This includes the Roads to Recovery program on various local road gravel resheeting projects which is 48% complete year to date. Actual capital expenditure year to date is lower than anticipated due to significant rainfall and inclement weather conditions which has necessitated increase road maintenance and restoration while many capital works projects commencement have been rescheduled. Plant and Equipment fleet expenditure is 92% completed at year to date. The Crookwell Skate Park project is well advanced towards finalisation.

The most significant capital grant forecast is for the Crookwell Water Supply Treatment project. Council has secured \$6 million from the Restart NSW (Infrastructure) program. This project is progressing with \$2.1 million actual expenditure to date and further project costs are committed within the capital budget. Council has received capital grant payments for this project totalling \$1.58 million.

Cash flow

Council's projected short term liquidity financial position is satisfactory. The Cash and Investments Quarterly Budget Review Statement (Attachment 6) details the unrestricted cash, internal reserve restrictions and external reserve restrictions both in total and movements to 31 March 2017.

The total cash and investments held as at 31 March 2017 is \$25.921 million. The balance as at 30 June 2016 was \$25,318,000.

There have been significant cash outflows to fund local road and regional road storm damage natural disaster asset restorations as a consequence of the July 2016 flood events. The road restoration works to date have cost \$668,100 and at present are being funded from unrestricted cash reserves as no payment has been received from RMS related to the natural disaster schedule of works. In addition to the natural disaster, Council has completed road maintenance works related to road deterioration from the wet winter which has resulted in a drawdown of unrestricted cash reserves.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

There are no operational budget revotes in the second quarter; therefore the projected operational budget surplus remains at \$745,505. There are capital income and expenditure revotes detailed in Attachment 5.

RECOMMENDATION That -

1. Council adopts the 3rd Quarter Budget Review Statements for 2016/2017 including revotes of income and expenditure to the Operational Plan; and
2. Council endorses the Operational Plan Performance Summary Report.

ATTACHMENTS

| | | |
|-----------------------|---|------------|
| 1. ↓ | Quarterly Budget Review Statement by Responsible Accounting Officer | Attachment |
| 2. ↓ | Contracts, Consultancy and Legal Expenses Budget Review Statement | Attachment |
| 3. ↓ | Income and Expenses Budget Review Statement | Attachment |
| 4. ↓ | Operating Budget Review Statement by Function-Activity | Attachment |
| 5. ↓ | Material Variations and Revotes Budget Review Statement | Attachment |
| 6. ↓ | Cash and Investment Budget Review Statement | Attachment |
| 7. ↓ | Capital Budget Summary Review Statement | Attachment |
| 8. ↓ | Capital Expenditure (Assets) Budget Review Statement | Attachment |
| 9. ↓ | Capital Income (Grants and Contributions) Budget Review Statement | Attachment |
| 10. ↓ | Operational Plan KPI - 3rd Quarter 2016-2017 | Attachment |

UPPER LACHLAN SHIRE COUNCIL**Quarterly Budget Review Statement****For the 3rd Quarter 2016/2017, ended 31 March 2017****Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 202(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Upper Lachlan Shire Council for the quarter ended 31 March 2017 indicates that Upper Lachlan Shire Council's projected financial position at 30 June 2017 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income expenditure.

Signed: Andrew G. Croke

Date: 1/5/2017

Andrew Croke
Director of Finance and Administration
Upper Lachlan Shire Council

UPPER LACHLAN SHIRE COUNCIL**Part A****Contracts Budget Review Statement - 2016/2017**

Budget Review for the quarter ended 31 March 2017

Contracts Listing - for contracts entered into during the quarter and have yet to be fully performed, excluding contractors that are on the Council's preferred suppliers list. Contracts for employment are not to be included. Minimum reporting level is \$50,000.

| Contractor | Contract detail and purpose | Contract value (GST Inclusive) | Commence Date | Duration of Contract | Budgeted (Y/N) |
|-----------------------------------|---|--------------------------------|---------------|----------------------|----------------|
| Brentwood Trailers (Aust) Pty Ltd | M & S tri axle dog trailer | \$89,980 | 12-Jan-17 | On delivery | Y |
| Bidgee Pumps & Irrigation | Irrigation systems for Memorial Oval, Memorial Park and Lin Cooper Fields | \$110,892 | 23-Feb-17 | 6 weeks | Y |
| Goulburn Mulwaree Council | Service Level Agreement - Provision of Library Services | \$101,000 | 01-Jul-17 | 1 year | Y |

Part B**Consultancy and Legal Expenses Budget Review Statement - 2016/2017**

Budget Review for the quarter ended 31 March 2017

| Expense | YTD (Actual + Comm \$) | 2016/2017 Budget | Budgeted (Y/N) |
|----------------|------------------------|------------------|----------------|
| Legal Fees | \$27,887 | \$45,500 | Yes |
| Consultancies* | \$78,259 | \$325,100 | Yes |

*The consultancies budget includes Rural Residential Strategy planning expenses, Regional Community Strategic Plan consultant, and flood plan management consultant.

Definition of a consultant:

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

UPPER LACHLAN SHIRE COUNCIL

Income and Expenses Budget Review Statement - 2016/2017
Budget Review for the quarter ended 31 March 2017

(Actual YTD figures include creditor commitments)

| Alternate Key | Operational Activities | Actual YTD | Original Budget | 1st Quarter Revotes | 2nd Quarter Revotes | 3rd Quarter Revotes | Revised Budget | % YTD Actual to Revised Budget | Anticipated % Budget YTD |
|---------------|--|-------------------|-------------------|---------------------|---------------------|---------------------|-------------------|--------------------------------|--------------------------|
| | | | | | | | | | |
| 1.01.01 | Employee Benefits and On-Costs | 7,204,443 | 10,350,700 | 0 | 0 | 0 | 10,350,700 | 69.60% | 70.97% |
| 1.01.02 | Borrowing Costs | 82,656 | 207,048 | 0 | 0 | 0 | 207,048 | 39.92% | 40.00% |
| 1.01.03 | Depreciation & Amortisation # | 4,313,113 | 5,750,817 | 0 | 0 | 0 | 5,750,817 | 75.00% | 75.00% |
| 1.01.04 | Materials & Contracts | 5,982,802 | 7,743,140 | 649,000 | 461,000 | 0 | 8,853,140 | 67.58% | 75.54% |
| 1.01.05 | Other Expenses | 2,183,811 | 2,875,600 | 0 | 95,265 | 0 | 2,970,865 | 73.51% | 84.13% |
| 1.01.06 | Loss on Disposal of Assets | 0 | 154,400 | 0 | 0 | 0 | 154,400 | 0.00% | 0.00% |
| | Total Expenses from Continuing Operations | 19,766,828 | 27,081,705 | 649,000 | 556,265 | 0 | 28,286,970 | 69.88% | 73.99% |
| 1.02.01 | Rates & Annual Charges** | 9,935,966 | 10,123,903 | 0 | 0 | 0 | 10,123,903 | 98.14% | 100.00% |
| 1.02.02 | User Charges & Fees | 4,603,969 | 8,506,563 | 0 | 0 | 0 | 8,506,563 | 54.12% | 66.00% |
| 1.02.03 | Interest and Investment Revenue | 591,006 | 603,162 | 0 | 0 | 0 | 603,162 | 97.98% | 93.32% |
| 1.02.04 | Other Revenues | 388,844 | 512,600 | 0 | 0 | 0 | 512,600 | 75.86% | 87.90% |
| 1.02.05 | Non-Capital Operating Grants and Contributions | 6,171,329 | 9,390,199 | 681,400 | 832,052 | 0 | 9,239,547 | 66.79% | 70.83% |
| 1.02.09 | Gain on Disposal of Assets | 66,307 | 46,700 | 0 | 0 | 0 | 46,700 | 141.98% | 0.00% |
| | Total Income from Continuing Operations | 21,757,421 | 29,183,127 | 681,400 | 832,052 | 0 | 29,032,475 | 74.94% | 80.24% |
| | OPERATING SURPLUS BEFORE CAPITAL ITEMS | 1,990,593 | 2,101,422 | 32,400 | 1,388,317 | 0 | 745,505 | | |
| 1.02.07 | Capital Grants and Contributions | 2,477,844 | 6,395,800 | 2,597,835 | 117,511 | 1,500 | 9,112,646 | 27.19% | 46.15% |
| 1.00.00.00 | NET RESULT FROM ALL ACTIVITIES | 4,468,436 | 8,497,222 | 2,630,235 | 1,270,806 | 1,500 | 9,858,152 | | |

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

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

UPPER LACHLAN SHIRE COUNCIL**Operating Budget Review Statement by Function/Activity - 2016/2017**

Budget Review for the quarter ended 31 March 2017

Actual YTD 75.00%

1) Actual YTD figures includes creditor commitments 2) Budget figures include 1st, 2nd and 3rd quarter revotes

3) Expenditure is inclusive of Council Rates and is eliminated on the Income Statement

| Function or Activity (Alternate Key 8 Report) | Expenditure to 31 Mar 2017 \$ | Expenditure to 31 Mar 2017 % | Budgeted Expenses from continuing operations \$ | Income to 31 Mar 2017 \$ | Income to 31 Mar 2017 % | Budgeted Income from continuing operations \$ | Operating Result to 31 Mar 2017 \$ | Budgeted Operating Result from continuing operations \$ |
|---|--|---------------------------------------|--|-----------------------------------|----------------------------------|--|---|--|
| * Note: Depreciation expense is excluded from cost centres | | | | | | | | |
| SOCIAL | 1,575,574 | 80.49% | 2,081,665 | 459,656 | 103.31% | 444,948 | (1,215,918) | (1,636,717) |
| Health Services, Medical Centres, Aged, Disabled & Community Services | 162,825 | 64.61% | 252,000 | 49,995 | 90.24% | 55,400 | (112,830) | (196,600) |
| Public Halls, Cultural Services, Community Services and Museums | 104,824 | 76.79% | 136,500 | 24,849 | 71.61% | 34,700 | (79,975) | (101,800) |
| Animal Control | 46,771 | 56.55% | 82,700 | 1,998 | 26.64% | 7,500 | (44,773) | (75,200) |
| Swimming Pools | 138,573 | 71.28% | 194,400 | 33,315 | 111.05% | 30,000 | (105,258) | (164,400) |
| Sporting Grounds and Parks and Gardens | 419,303 | 81.34% | 515,500 | 4,633 | 25.74% | 18,000 | (414,671) | (497,500) |
| Public Libraries | 288,897 | 77.43% | 373,100 | 57,335 | 113.88% | 50,348 | (231,562) | (322,752) |
| Emergency Services and Fire Protection | 514,380 | 97.52% | 527,465 | 287,531 | 115.47% | 249,000 | (226,849) | (278,465) |
| ENVIRONMENTAL | 899,420 | 54.65% | 1,645,700 | 377,903 | 69.30% | 545,300 | (521,517) | (1,100,400) |
| Town Planning and Development Control | 398,957 | 46.75% | 818,400 | 145,260 | 56.41% | 257,500 | (253,697) | (560,900) |
| Building Control | 142,255 | 44.23% | 321,600 | 89,898 | 76.70% | 117,200 | (52,367) | (204,400) |
| Environmental Systems and Protection | 46,126 | 67.34% | 68,500 | 0 | 0.00% | 0 | (46,126) | (68,500) |
| Housing | 21,477 | 78.10% | 27,500 | 16,733 | 71.51% | 23,400 | (4,744) | (4,100) |
| Noxious Weeds Control | 288,978 | 73.68% | 392,200 | 125,571 | 91.86% | 136,700 | (163,407) | (255,500) |
| Food Control and Inspections | 1,626 | 9.29% | 17,500 | 450 | 4.29% | 10,500 | (1,176) | (7,000) |
| ECONOMIC | 6,024,500 | 65.99% | 9,129,754 | 3,395,180 | 52.67% | 6,446,300 | (2,629,320) | (2,683,454) |
| Financial Services | 497,503 | 67.12% | 741,254 | 11,876 | 0.00% | 0 | (485,627) | (741,254) |
| Administration and Corporate Support | 1,009,337 | 89.63% | 1,126,100 | 260,366 | 108.49% | 240,000 | (748,971) | (886,100) |
| Information Technology | 365,194 | 83.09% | 439,500 | 0 | 0.00% | 0 | (365,194) | (439,500) |
| Workforce (Human Resources, Labour Oncosts and WH&S) | (80,621) | -14.88% | 541,700 | (32) | 0.00% | 0 | 80,588 | (541,700) |
| Caravan Parks | 31,830 | 80.18% | 39,700 | 41,118 | 104.10% | 39,500 | 9,288 | (200) |
| Tourism and Business (RMCC, RMS Motor Registry and Private Works) | 4,201,255 | 67.31% | 6,241,500 | 3,081,852 | 49.97% | 6,166,800 | (1,119,403) | (74,700) |

UPPER LACHLAN SHIRE COUNCIL**Operating Budget Review Statement by Function/Activity - 2016/2017**

Budget Review for the quarter ended 31 March 2017

Actual YTD 75.00%

1) Actual YTD figures include creditor commitments 2) Budget figures include 1st, 2nd and 3rd quarter reviews
3) Expenditure is inclusive of Council Rates and is eliminated on the Income Statement

| Function or Activity (Alternate Key 8 Report) | Expenditure to 31 Mar 2017 \$ | Expenditure to 31 Mar 2017 % | Budgeted Expenses from continuing operations \$ | Income to 31 Mar 2017 \$ | Income to 31 Mar 2017 % | Budgeted Income from continuing operations \$ | Operating Result to 31 Mar 2017 \$ | Budgeted Operating Result from continuing operations \$ |
|--|--|---------------------------------------|--|-----------------------------------|----------------------------------|--|---|--|
| INFRASTRUCTURE ACCESS AND TRANSPORT | | | | | | | | |
| Roads, Bridges, Cycleways, Footpaths and Kerb and Guttering | 6,349,169 | 71.88% | 8,832,834 | 7,123,503 | 68.52% | 10,396,111 | 774,334 | 1,563,271 |
| Water Supply Services | 4,073,071 | 82.31% | 4,948,700 | 2,275,386 | 53.90% | 4,221,789 | (1,797,685) | (726,911) |
| Sewerage Services | 871,729 | 77.08% | 1,130,896 | 1,320,838 | 77.96% | 1,694,353 | 449,109 | 563,451 |
| Stormwater and Drainage | 496,734 | 62.15% | 799,284 | 1,341,703 | 92.80% | 1,445,765 | 844,968 | 646,481 |
| Quarries and Gravel Pits | 15 | 0.10% | 15,300 | 45,383 | 100.63% | 45,100 | 45,368 | 29,800 |
| Domestic Waste Management | 642,772 | 69.13% | 929,800 | 385,175 | 37.66% | 1,022,800 | (257,598) | 93,000 |
| Waste Centres, Rubbish Tips and Street Cleaning | 398,389 | 42.69% | 933,254 | 1,027,478 | 94.89% | 1,082,754 | 629,089 | 149,500 |
| Public Conveniences and Amenities | 268,129 | 112.90% | 237,500 | 582,912 | 92.75% | 628,450 | 314,733 | 390,950 |
| Public Cemeteries | 120,059 | 75.94% | 158,100 | 0 | 0.00% | 0 | (120,059) | (158,100) |
| Engineering, Purchasing and Works Supervision | 82,175 | 81.04% | 101,400 | 75,613 | 84.58% | 88,400 | (6,562) | (12,000) |
| Plant and Equipment Operations (net excluding depreciation) | 692,960 | 87.67% | 790,400 | 69,016 | 58.00% | 119,000 | (623,943) | (671,400) |
| | (1,296,864) | 107.02% | (1,211,800) | 0 | 0.00% | 46,700 | 1,296,864 | 1,258,500 |
| GOVERNANCE | | | | | | | | |
| Governance and Real Estate Development | 677,244 | 80.03% | 846,200 | 69,811 | 3490.56% | 2,000 | (607,433) | (844,200) |
| | 677,244 | 80.03% | 846,200 | 69,811 | 3490.56% | 2,000 | (607,433) | (844,200) |
| GENERAL PURPOSE REVENUES | | | | | | | | |
| General Purpose Items and Rates | | | | 10,503,559 | 93.80% | 11,197,816 | 10,503,559 | 11,197,816 |
| | | | | 10,503,559 | 93.80% | 11,197,816 | 10,503,559 | 11,197,816 |
| DEPRECIATION EXPENSE | | | | | | | | |
| Depreciation Operating Expense | 4,313,113 | 75.00% | 5,750,817 | | | | (4,313,113) | (5,750,817) |
| | 4,313,113 | 75.00% | 5,750,817 | | | | (4,313,113) | (5,750,817) |
| Note: Internal Rates and Charges are allocated to each cost centre | | | | | | | 0 | (|
| TOTAL SURPLUS / (DEFICIT) FROM ALL ACTIVITIES | 19,539,018 | 70.49% | 28,286,970 | 21,929,611 | 75.53% | 29,032,475 | 1,990,593 | 745,501 |

Budget Review for the quarter ended 31 March 2017

[illegible]

| Activity | Job Description | Adopted Budget 2016/2017 | Revote net amendment | Revised Budget 2016/2017 | Type |
|----------|-----------------|-----------------------------|----------------------|-----------------------------|------|
| | | | | | |
| Totals | | 0 | 0 | 0 | |

0 **-745,505**

Upper Lachlan Shire Council

Cash and Investments Budget Review Statement 2016/2017

Budget review for the quarter ended 31 March 2017

| | Original Budget (\$'000) | Opening Balance (\$'000) | Actual YTD Transfers to Restrictions (\$'000) | Actual YTD Transfers from Restrictions (\$'000) | 3rd Quarter Closing Balance (\$'000) |
|--|--------------------------------|--------------------------------|--|--|---|
| TOTAL UNRESTRICTED | 0 | 5,412 | | (838) | 4,574 |
| EXTERNAL RESTRICTIONS: | | | | | |
| Section 94 - Development Contributions Plan | 380 | 2,471 | 375 | (111) | 2,735 |
| Section 94A - Development Contributions Plan | 0 | 0 | 250 | | 250 |
| Specific Purpose Unexpended Grants | 0 | 375 | 8,628 | (7,686) | 1,316 |
| Water Supplies | (468) | 2,325 | | (297) | 2,027 |
| Sewerage Services | 389 | 3,362 | 427 | | 3,789 |
| Domestic Waste Management Services | 57 | 1,639 | 426 | | 2,064 |
| Stormwater Management | (80) | 191 | 43 | (2) | 232 |
| Wind Farms CEF Program | 0 | 150 | 7 | (157) | (0) |
| RMS Contributions | 0 | 0 | | | 0 |
| TOTAL EXTERNAL RESTRICTED | 278 | 10,512 | 10,155 | (8,254) | 12,414 |
| INTERNAL RESTRICTIONS: | | | | | |
| Employees' Leave Entitlements | 120 | 1,679 | 120 | | 1,799 |
| Plant and Equipment Replacement | (292) | 1,087 | | (268) | 818 |
| Buildings and Infrastructure Improvements | 0 | 1,988 | 66 | | 2,054 |
| Council Houses capital works | 0 | 33 | 0 | (2) | 33 |
| Cullerin Road - Local Road Transfer Funds | (5) | 5 | | (20) | 3 |
| Information Technology and Equipment | (75) | 276 | | | 256 |
| Cemetery | 0 | 0 | | | 0 |
| Public Halls and Community Projects | 0 | 51 | | | 51 |
| Gravel Pit Restoration | 9 | 388 | 7 | | 395 |
| Rubbish Tips Remediation | 8 | 409 | 7 | | 416 |
| Garbage / Waste Disposal | 0 | 37 | | (7) | 37 |
| Southern Tablelands Library Cooperative (STLC) | 0 | 71 | | | 65 |
| Upper Lachlan Tourist Association (ULTA) | 0 | 32 | 0 | (17) | 32 |
| Deposits and Retentions (subdivision bonds) | 0 | 211 | 5 | (17) | 198 |
| Uncompleted Carry-over Works and Private Works | (120) | 3,128 | | (361) | 2,777 |
| TOTAL INTERNAL RESTRICTED | (355) | 9,394 | 205 | (665) | 8,933 |
| TOTAL RESTRICTED | (77) | 19,906 | 10,360 | (8,919) | 21,347 |
| TOTAL CASH AND INVESTMENTS | (77) | 25,318 | 10,360 | (9,757) | 25,921 |

UPPER LACHLAN SHIRE COUNCIL**Capital Budget Summary Review Statement - 2016/2017****Budget Review for the quarter ended 31 March 2017**

(Actual YTD figures includes creditor commitments)

| | Actual YTD | Original Budget | 1st Quarter Net Revotes | 2nd Quarter Net Revotes | 3rd Quarter Net Revotes | Revised Budget | % YTD Actual to Revised Budget |
|--|------------------|--------------------|----------------------------|----------------------------|----------------------------|-------------------|-----------------------------------|
| CAPITAL FUNDING | | | | | | | |
| Rates and Other United Charges (General Fund) | 2,882,033 | 3,532,740 | 1,967,292 | | | 5,500,032 | 52.40% |
| Operational Grants and Contributions (All Funds) | 1,186,166 | 3,293,741 | 623,030 | | | 3,916,771 | 30.28% |
| Capital Grants and Contributions (All Funds) | 4,577,018 | 5,906,700 | 273,000 | -861,729 | | 5,317,971 | 86.07% |
| Internal Restrictions (General Fund) | | | | | | | |
| - renewals | 689,766 | 98,800 | 346,414 | 552,000 | 72,065 | 1,069,279 | 64.51% |
| - new assets | | | | | 17,763 | 17,763 | |
| External Restrictions (excluding grants) | | | | | | | |
| - water supply | 220,609 | 1,082,000 | | 20,000 | | 1,102,000 | 20.02% |
| - sewerage | | 290,700 | | 105,000 | | 395,700 | |
| - domestic waste management (DWM) | | 404,500 | | | | 404,500 | |
| - stormwater | 9,281 | | | | 10,000 | 10,000 | 92.81% |
| - section 94 | 110,880 | 210,000 | 82,555 | 7,000 | 84,214 | 383,769 | 28.89% |
| Other Capital Funding Sources e.g. | | | | | | | |
| - loans | 132,883 | | | | | | |
| Income from Sale of Assets | | | | | | | |
| - plant and equipment (general fund) | | | | | | | |
| - land and buildings | | | | | | | |
| TOTAL CAPITAL FUNDING | 9,808,637 | 14,819,181 | 3,292,291 | (177,729) | 184,042 | 18,117,785 | 54.14% |
| CAPITAL EXPENDITURE | | | | | | | |
| New Assets | | | | | | | |
| - plant and equipment | 26,000 | | 190,000 | | | 190,000 | 13.68% |
| - land and buildings | 109,153 | 165,500 | 43,000 | | 10,000 | 218,500 | 49.96% |
| - Roads, Bridges, Footpaths | 3,515,981 | 5,000,000 | | 20,000 | 9,250 | 5,029,250 | 69.91% |
| - infrastructure | 192,582 | 160,000 | 10,000 | 48,182 | 8,513 | 226,695 | 84.95% |
| - other new assets | | | | | | | |
| Renewals (Replacement) | | | | | | | |
| - plant and equipment | 1,092,903 | 1,055,000 | 12,000 | | | 1,067,000 | 102.43% |
| - land and buildings | 348,794 | 755,000 | 87,680 | 37,000 | 109,514 | 989,194 | 35.26% |
| - Roads, Bridges, Footpaths | 3,438,454 | 6,038,541 | 2,911,611 | -422,911 | 34,065 | 8,561,306 | 40.16% |
| - infrastructure | 474,440 | 547,000 | | 105,000 | 4,700 | 656,700 | 72.25% |
| - other asset renewals | 477,447 | 842,540 | 38,000 | 35,000 | 8,000 | 923,540 | 51.70% |
| Loan Repayments (Principal) | | | | | | | |
| - renewals | | | | | | | |
| - new assets | 132,883 | 255,600 | | | | 255,600 | 51.99% |
| TOTAL CAPITAL EXPENDITURE | 9,808,637 | 14,819,181 | 3,292,291 | (177,729) | 184,042 | 18,117,785 | 54.14% |

Cap QBRs Stat 2017

Page

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets *Actual expenditure figures include creditor commitments | | | | | | | | | |
|--|-------------------|--------------------|---------------------------|------------------|-----------------|-----------------------------------|--------------------------------------|-------------------------|------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/Revised Budget % | Budget Variances |
| GENERAL FUND | | | | | | | | | |
| 2. ENVIRONMENTAL | | | | | | | | | |
| <i>Town Planning and Development Control</i> | | | | | | | | | |
| <i>Housing</i> | | | | | | | | | |
| Staff Accommodation Improvements (3 Houses) | 01.55256.4103.002 | \$9,500 | \$15,000 | | | | \$15,000 | 63% | |
| Parker Street - Painting & Fence | 01.55428.4103.002 | | \$8,000 | | | | \$8,000 | | |
| <i>Environmental Systems and Protection</i> | | | | | | | | | |
| Kiamma Creek BBQ & Covered Seating Installation/Upgrade | 01.55303.2900.002 | | \$5,000 | | | | \$5,000 | | |
| <i>Noxious Weeds Control</i> | | | | | | | | | |
| <i>Building Control</i> | | | | | | | | | |
| Administration Building - Awning Replacement - (Taralga CSC) | 01.55467.4103.002 | | \$10,000 | | | | \$10,000 | 2% | |
| Administration Building - Improvements (All Offices) | 01.55196.4103.002 | \$1,118 | \$55,000 | | | | \$55,000 | | |
| Administration Building - Crookwell - Emergency Generator & Electrical Upgrade | 01.55490.4050.002 | | \$35,000 | | | | \$35,000 | | |
| New Council Chambers/Administration Building Crookwell - Investigation & Design | 01.55579.4103.002 | \$21,300 | \$150,000 | | | | \$150,000 | 14% | |
| Air Conditioners for Storeman's & Overseers Offices Crookwell Depot (x3) | 01.55580.4103.002 | \$4,882 | \$6,000 | | | | \$6,000 | 81% | |
| Crookwell Depot Female Amenities Improvements | 01.55581.4103.002 | | \$5,000 | | | | \$5,000 | | |
| Total Environmental Expenditure | | \$36,800 | \$289,000 | | | | \$289,000 | 13% | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets * Actual expenditure figures include creditor commitments | | | | | | | | | |
|--|-------------------|--------------------|------------------------------------|------------------|-----------------|-----------------------------------|--------------------------------------|--------------------------|------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/ Revised Budget % | Budget Variances |
| GENERAL FUND | | | | | | | | | |
| 3. ECONOMIC | | | | | | | | | |
| Financial Services | | | | | | | | | |
| Loans - Principal Reduction (Former Crookwell Loan 168 - Finalised 6/4/2021) | 01.60006.4900.002 | \$10,592 | \$21,700 | | | | \$21,700 | 49% | |
| Loans - Principal Reduction (Bridges Loan 172 - Finalised 23/12/2024) | 01.60008.4900.002 | \$41,940 | \$85,700 | | | | \$85,700 | 49% | |
| Administration and Corporate Support | | | | | | | | | |
| Information Technology | | | | | | | | | |
| IT - Software - (Acrobat & Antivirus, etc.) | 01.55118.4130.002 | | \$10,500 | | | | \$10,500 | 44% | |
| IT - Hardware (17 x PCs incl. MS Office) (incl. 2 new PCs for new employees) | 01.55103.4135.002 | \$16,868 | \$38,000 | | | | \$38,000 | | |
| IT - Hardware (Reflect Roads Management System) | 01.55102.4135.002 | | \$5,000 | | | | \$5,000 | 77% | |
| IT - Hardware (Replacement Pads) | 01.55445.4135.002 | \$13,893 | \$18,000 | | | | \$18,000 | | |
| IT - Consultant Costs | 01.55429.2420.002 | | \$8,300 | | | | \$8,300 | 46% | |
| IT - Replace (UPS) Equipment | 01.55245.4135.002 | \$1,153 | \$2,500 | | | | \$2,500 | | |
| IT - Replace Printers (incl. 2016/2017 Design Engineer Printer) | 01.55310.4135.002 | \$914 | \$7,000 | | | | \$7,000 | 13% | |
| IT - Network Improvements | 01.55001.4135.002 | \$13,926 | \$22,140 | | | | \$22,140 | 63% | |
| IT - Smart Phones - iPhone | 01.55492.4050.002 | \$7,978 | \$6,300 | | | | \$6,300 | 127% | |
| IT - Authority Upgrade to 6.9 & TRIM Upgrade | 01.55334.4130.002 | \$28,040 | \$27,000 | | | | \$27,000 | 104% | |
| IT - Two Factor Authentication System | 01.55519.4135.002 | | \$1,000 | | | | \$1,000 | 99% | |
| IT - New Servers Virtualisation Project | 01.55520.4135.002 | \$98,305 | \$98,800 | | | | \$98,800 | 83% | |
| IT - Unified Telecommunications System | 01.55551.4103.002 | \$183,671 | \$220,000 | | | | \$220,000 | | |
| IT - Smart Phones for Works and Operations Department | 01.55255.4130.002 | \$8,970 | \$15,000 | | | | \$15,000 | 60% | |
| Caravan Parks | | | | | | | | | |
| Tourism Promotion and Business | | | | | | | | | |
| Crookwell Caravan Park - Amenities (Toilet Block) Refurbishment | 01.55144.4103.002 | \$18,604 | \$27,000 | | | | \$27,000 | 69% | |
| Erection and Printing of signage for ULSC | 01.55142.4120.002 | \$3,579 | | | | \$8,513 | \$8,513 | 42% | |
| Total Economic Expenditure | | \$448,433 | \$613,940 | | | \$8,513 | \$622,453 | 72% | -\$2,718 |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets *Actual expenditure figures include creditor commitments | | | | | | | | | |
|--|-------------------|--------------------|------------------------------------|------------------|-----------------|-----------------------------------|--------------------------------------|--------------------------|------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/ Revised Budget % | Budget Variances |
| GENERAL FUND AND DWM FUND | | | | | | | | | |
| 4. INFRASTRUCTURE, ACCESS AND TRANSPORT | | | | | | | | | |
| <i>Roads, Bridges, Cycleways, Footpaths and Kerb and Guttering</i> | | | | | | | | | |
| <i>Urban Local Roads</i> | | | | | | | | | |
| Urban Unsealed Rd - Road Reconstruction and Sealing | 01.55494.2605.001 | | \$40,000 | | | | \$40,000 | | |
| (16/17 - Cullavin Street - Gunning) | | | | | | | | | |
| Urban Sealed Rd - Bitumen Resealing | 01.55163.5101.002 | \$89,562 | \$86,400 | | | | \$96,400 | 93% | |
| Urban Sealed Rd - Bitumen Resealing | 01.55163.5103.001 | | \$40,000 | | | | \$40,000 | | |
| Urban Sealed Rd - Rehabilitation of Goulburn Street Shoulders - Roberts Street to Lagg | 01.55431.5700.002 | \$92,435 | | | \$90,000 | | \$90,000 | 103% | -\$2,435 |
| <i>Roads to Recovery</i> | | | | | | | | | |
| 2016/2017 Roads to Recovery Program \$2,770,741 | | | | | | | | | |
| - Gravel Resheeting - \$659,830 | | | | | | | | | |
| - Rural Sealed Roads - Pavement Rehabilitation & Reseal - \$1,550,911 | | | | | | | | | |
| - Grabbie Road - \$200,000 | | | | | | | | | |
| - Coates Creek (Reid's Flat Road) Timber Bridge Replacement - \$160,000 | | | | | | | | | |
| (2016/2017 includes normal funding of \$839,830 + additional supplementary funding of \$1,390,911 minus budget change of \$832,052) | | | | | | | | | |
| Roads to Recovery - Local Roads Gravel Resheeting Program | | \$380,726 | \$859,830 | | -\$69,000 | | \$790,830 | 48% | |
| Bannister Lane | 01.50155.1430.002 | \$543 | \$40,000 | | | | \$40,000 | | |
| Berrebanglo Creek Road | 01.50167.1430.002 | | \$15,000 | | | | \$15,000 | | |
| Beverdale Road | 01.50127.1430.002 | \$23,734 | \$44,000 | | | | \$44,000 | | |
| Cooks Hill Road | 01.50035.1430.002 | | \$22,000 | | | | \$22,000 | | |
| Cuddying Road | 01.50133.1430.002 | \$22,012 | \$22,000 | | | | \$22,000 | | |
| Cummins Road | 01.50131.1430.002 | | \$10,000 | | | | \$10,000 | | |
| Daves Road | 01.50134.1430.002 | | \$22,000 | | | | \$22,000 | | |
| Elms Road | 01.50098.1430.002 | \$1,259 | \$10,000 | | | | \$10,000 | | |
| Fish River Road | 01.50135.1430.002 | \$26,108 | \$22,000 | | | | \$22,000 | | |
| Fullerton Road | 01.50137.1430.002 | \$25,307 | \$22,000 | | | | \$22,000 | | |
| Greendale Road | 01.50168.1430.002 | \$24,545 | \$22,000 | | | | \$22,000 | | |
| Greenmarle Road | 01.50138.1430.002 | | \$22,000 | | | | \$22,000 | | |
| Iron Mines Road | 01.50079.1430.002 | \$81 | \$11,000 | | | | \$11,000 | | |
| Jerrara Road | 01.50139.1430.002 | | \$11,000 | | | | \$11,000 | | |
| Julong Road | 01.50153.1430.002 | \$11,510 | \$22,000 | | | | \$22,000 | | |
| Kangaloolah Road | 01.50140.1430.002 | \$45,988 | \$22,000 | | | | \$22,000 | | |
| Lost River Road | 01.50142.1430.002 | \$33,741 | \$22,000 | | | | \$22,000 | | |
| Maryvale Road | 01.50143.1430.002 | \$508 | \$44,000 | | | | \$44,000 | | |
| Middle Arm Road | 01.50169.1430.002 | | \$22,000 | | | | \$22,000 | | |
| Mt Castigan Road | 01.50170.1430.002 | \$427 | \$12,000 | | | | \$12,000 | | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets *Actual expenditure figures include creditor commitments | | | | | | | | | |
|--|-------------------|--------------------|------------------------------------|------------------|-----------------|-----------------------------------|--------------------------------------|--------------------------|------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/ Revised Budget % | Budget Variances |
| Roads to Recovery (Cont) | | | | | | | | | |
| Mulgowie Road | 01.50171.1430.002 | | \$22,000 | | | | \$22,000 | | |
| Old Sydney Road | 01.50114.1430.002 | | \$22,000 | | | | \$22,000 | | |
| Colong Road | 01.50115.1430.002 | | \$33,000 | | | | \$33,000 | | |
| Peelwood Road | 01.50146.1430.002 | \$44,358 | \$44,000 | | | | \$44,000 | | |
| Reid's Flat Road | 01.50147.1430.002 | \$2,850 | \$44,000 | | | | \$44,000 | | |
| Rugby Road Beverdale End | 01.50148.1430.002 | \$31,987 | \$37,400 | | | | \$37,400 | | |
| Rugby Road Dalton End | 01.50119.1430.002 | \$24,325 | \$32,430 | | | | \$32,430 | | |
| Salisbury Road | 01.50172.1430.002 | | \$22,000 | | | | \$22,000 | | |
| Sapphire Road (Bala End) | 01.50149.1430.002 | \$19,928 | \$22,000 | | | | \$22,000 | | |
| Sapphire Road (Wheeo End) | 01.50120.1430.002 | \$9,845 | \$22,000 | | | | \$22,000 | | |
| Sylvia Vale Road | 01.50150.1430.002 | \$1,858 | \$22,000 | | | | \$22,000 | | |
| Third Creek Road | 01.50158.1430.002 | \$29,522 | \$29,000 | | | | \$29,000 | | |
| Wheeo Road | 01.50152.1430.002 | | | | | | | | |
| Woodhouselee Road | 01.50178.1430.002 | \$298 | \$47,000 | | | | \$47,000 | | |
| Roads to Recovery - Beverdale Road Sealed Pavement Rehabilitation | 01.50173.5103.002 | \$2,508 | \$188,000 | | | | \$188,000 | | |
| Roads to Recovery - Bigga Road Sealed Pavement Rehabilitation | 01.50160 | \$10,553 | | \$12,000 | | \$5,065 | \$17,065 | 62% | |
| Roads to Recovery - Peelwood Road Sealed Pavement Rehabilitation | 01.50163 | \$66,632 | | \$33,852 | | \$4,000 | \$37,852 | 176% | |
| Roads to Recovery - Gurrundah Road Sealed Pavement Rehabilitation | 01.50174.1430.002 | \$74,008 | \$180,000 | | | | \$180,000 | 41% | |
| Roads to Recovery - Golspie Road Sealed Pavement Rehabilitation | 01.50175.1430.002 | \$91,923 | \$680,000 | | | | \$680,000 | 14% | |
| Roads to Recovery - Barnaby Road Sealed Pavement Rehabilitation | 01.50176.1430.002 | \$161,303 | \$250,000 | | | | \$250,000 | 65% | |
| Roads to Recovery - Towrang Road Sealed Pavement Rehabilitation | 01.50177.1430.002 | \$6,985 | \$252,911 | | | | \$252,911 | | |
| Roads to Recovery - Grabine Road Construction - Total of \$3m over 8 Years | 01.50126.1430.001 | | \$200,000 | | | | \$200,000 | | |
| Rural Local Roads | | | | | | | | | |
| Grabine Road Construction - Total of \$1.6m over 4 Years - Grant (Tranche 2 Special Grant - 50% Funding \$800,000 2016/2017 to 2019/2020) (16/17 \$200k, 17/18 \$200k, 18/19 \$200k, 19/20 \$200k) | 01.55480.9101.001 | \$96,034 | \$200,000 | | | | \$200,000 | | |
| Rural Local Roads (cont.) | | | | | | | | | |
| Rural Local Sealed Road - Blummen Resealing | 01.55162.5101.002 | \$442,695 | \$450,000 | | | | \$450,000 | 98% | |
| Rural Local Road - Cullen Road Rehabilitation - (Transfer from Reserve) | 01.50004.5401.001 | \$1,937 | | | | | \$4,594 | 42% | |
| Rural Local Road - Causeway Replacement | 01.55558.9010.002 | \$53,042 | \$150,000 | | | | | 35% | |
| Bannister Lane Storm Damage Pavement Rehabilitation | 01.55576.5103.002 | \$36,000 | | | | | \$44,000 | 82% | |
| Fulleton Road Storm Damage Pavement Rehabilitation | 01.55578.5103.002 | \$37,343 | | | | | \$60,000 | | |
| Bannister Lane Road Widening | 01.55582.9402.002 | \$1,780 | | | | | \$25,000 | 62% | |
| Gullen Flats Road | | | | | | | | | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets <i>*Actual expenditure figures include creditor commitments</i> | | | | | | | | | |
|---|-------------------|--------------------|---------------------------|------------------|-----------------|-----------------------------------|--------------------------------------|--------------------------|------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/ Revised Budget % | Budget Variances |
| Regional Roads | | | | | | | | | |
| Regional Road Resealing Program (RMS Black Grant Funded) | 01.50523,5101.002 | \$198,755 | \$400,000 | | | | \$400,000 | 50% | |
| Regional Road Rehabilitation - Gundaroo Road MR52 (50% RMS REPAIR Grant Funded) | 01.50527,5101.002 | \$144,514 | \$578,400 | | | | \$578,400 | 21% | |
| Regional Road Rehabilitation - Gundaroo Road MR52 (RMS 3x3 Grant Funded) | 01.50527,5101.002 | | \$123,000 | | | | \$123,000 | | |
| Regional Road Rehabilitation - Laggan Road MR248E (50% RMS REPAIR Grant Funded) | 01.52483,5101.002 | \$37,940 | | | | | | | |
| Regional Road Rehabilitation - Laggan Road MR248E (50% RMS REPAIR Grant Funded) | 01.52483,5101.002 | \$80,300 | \$100,000 | | | | \$100,000 | 80% | |
| Regional Road Rehabilitation - Taralga Road MR248E Crash Barrier Improvements (RM) | 01.50528,5101.002 | \$468 | \$1,080,000 | | | | \$1,080,000 | 0% | |
| Regional Road Rehabilitation - Devil's Elbow MR52 (Subject to 50% Grant Funding) | | | | | | | | | |
| - \$540,000 Fixing County Roads Grant - State Govt. Transport for NSW | | | | | | | | | |
| - \$193,500 Black Spot Grant Funding | | | | | | | | | |
| - \$346,500 Council Funded | | | | | | | | | |
| Black Spot Funding Taralga Rd Safety Improvements | 01.55573,9006.002 | \$8,816 | | \$355,600 | | | \$355,600 | 2% | |
| Black Spot Funding - Braydon Road Safety Improvements | 01.55569,2605.002 | | | \$75,280 | | | \$75,280 | | |
| Black Spot Funding - Bindra Street, Bigga Safety Improvements | 01.55570,2605.002 | | | \$224,110 | | | \$224,110 | | |
| Black Spot Funding - Cooballe Road Safety Improvements | 01.55571,2605.002 | \$156,682 | | \$237,000 | | | \$237,000 | 66% | |
| Black Spot Funding - Grabben Gulien Road | 01.50526 | \$5,197 | | | | | | | |
| Black Spot Funding - Peckwood Road Safety Improvements | 01.55572,2605.002 | \$5,197 | | \$129,450 | | | \$129,450 | 110% | -\$13,358 |
| MR248W Boorowa Road Storm Damage Pavement Rehabilitation | 01.52481,5103.002 | \$142,808 | | | | | \$150,000 | 129% | -\$42,944 |
| MR248E Taralga Road Storm Damage Pavement Rehabilitation | 01.52492,5103.002 | \$158,100 | | | | | \$143,000 | 111% | -\$15,100 |
| Regional Roads Timber Bridge Replacement Program | | | | | | | | | |
| MR 256 - Timber Bridge Replacement - Abercrombie River | 01.52563,2604.002 | \$310,753 | | \$1,525,000 | | | \$1,525,000 | 20% | |
| MR 248E - Timber Bridge Replacement - Klamna Creek | 01.52485,2604.002 | \$7,318 | | | | | | | |
| (50% Fikling County Roads Grant - State Govt. Transport for NSW) | | | | | | | | | |
| Local Roads Bridge Program | | | | | | | | | |
| Roads to Recovery - Coates Creek (Reid's Flat Road) Timber Bridge Replacement | 01.50178,2604.002 | \$74,533 | \$160,000 | | | | \$160,000 | 47% | |
| Footpaths and Cycleways | | | | | | | | | |
| Disabled Access Constructions - Ageing Strategy - (50% Grant funded) | 01.55288,1681.002 | | \$10,000 | | | | \$10,000 | 73% | |
| Traffic & Transport Cycleway Program - Yass Street Gunning | 01.55500,1681.002 | \$65,709 | | \$90,000 | | | \$90,000 | | |
| PALMP Programs | 01.55291,1681.002 | \$18,640 | | \$20,000 | | | \$20,000 | 93% | |
| Connecting Centres Cycleway Crookwell Shared User Path | 01.55574,1681.002 | | | \$21,725 | | | \$21,725 | | |
| Laggan Rd K&G Construction Part 594 Funded | 01.55350,1640.002 | \$189,531 | \$40,500 | \$173,000 | | | \$173,000 | 110% | -\$16,531 |
| Traffic & Transport Cycleway Program - Carrington Street Crookwell (Between Northcott Street & Stephenson St) - (100% RMS funded) | 01.55499,1681.002 | \$36,719 | | | | | \$40,500 | 91% | |
| Klamna Creek Boardwalk Replacement - Gravel - (100% Council Funded) | 01.55564,1681.002 | | \$10,000 | \$10,000 | | | \$20,000 | | |
| Kerb and Guttering | | | | | | | | | |
| Shire Wide Kerb and Guttering | 01.55407,1640.002 | \$6,374 | \$20,000 | | | | \$20,000 | 32% | |
| Other Infrastructure | | | | | | | | | |
| School - Rural Bus Stops (50% Grant Funded) | 01.55294,2605.002 | \$4,437 | \$15,000 | | | | \$15,000 | 30% | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets *Actual expenditure figures include creditor commitments | | | | | | | | | |
|--|--|----------------------------------|--|----------------------|-----------------|-----------------------------------|--|--------------------------|------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/ Revised Budget % | Budget Variances |
| Waste Centres, Rubbish Tips and Street Cleaning Collector - Purchase Hook Bins & Construct Ramps Landfill Remediation - EPA Requirement (50% Grant Funded & 50% Transfer from Sec. 94 Reserve) Landfill Remediation - Additional Works (Transfer from Sec. 94 Reserve) | 01.55565.4103.002 01.55257.4103.002 01.55532.4103.002 | \$126,536 | \$100,000 \$200,000 \$100,000 | | | | \$100,000 \$200,000 \$100,000 | 63% | |
| Public Cemeteries Lawn Cemeteries Columbarium's (Transfer from Sec. 94 Reserve) (Gunning, Dalton & Taraiga) Stonequarry Cemetery Public Toilet Block (\$94) | 01.55175.4145.002 01.55539.4102.202 | \$9,188 | \$10,000 | \$17,430 | | | \$10,000 \$17,430 | 53% | |
| Stormwater and Drainage Hillas Street Taraiga - Stormwater Drainage Tall Street Crookwell - Stormwater Drainage Church Street Collector - Stormwater Drainage (opposite Bushranger hotel) (Transfer from Sec. 94 Reserve) | 01.55263.4159 01.55533.4159 01.55567.4159.002 | \$27,112 \$24,281 \$10,229 | \$80,000 | \$28,000 \$15,000 | | \$10,000 | \$28,000 \$25,000 \$80,000 | 97% 97% 13% | |
| Quarries and Gravel Pits Land Purchase Heffernan's Gravel Quarry | 01.55575.9402.002 | \$26,000 | | \$190,000 | | | \$190,000 | 14% | |
| Public Conveniences and Amenities Goulburn Street Crookwell - Amenities Upgrade Tuena - Amenities Block & Replacement Effluent Disposal System (Total Cost \$100K) (Total Project \$100K - \$50K Grant Funds, \$45.7K Council Funded & \$4.3K Transfer from Sec. 94 Reserve) | 01.55439.4103.002 01.55510.4103.002 | \$344 | \$10,000 \$50,000 | \$40,000 | | | \$10,000 \$90,000 | 0% | |
| Engineering, Purchasing and Works Supervision Survey Equipment - GPS Base Station & Rover | 01.55394.4120.002 | | \$50,000 | | | | \$50,000 | | |
| Plant and Equipment Operations Motor Vehicle Net Replacement Cost - (see Motor Vehicle Schedule) Heavy Plant Fuel Net Replacement Cost - (see Plant Schedule) Workshop Plant and Tools Air Conditioners for Amenities Vans (x2) Construction Gangs | 01.59000.4210.004 01.59000.4210.004 01.55122.4120.002 01.55123.4103.002 | \$629,640 \$543 \$162 | \$212,000 \$471,000 \$4,000 \$5,600 | | | | \$212,000 \$471,000 \$4,000 \$5,600 | 92% 14% 3% | |
| Domestic Waste Management (DWM) Loan Principal Reduction - Garbage Truck/Bins (Loan 171 - Finalised 30/6/2018) DWM Plant Net Replacement Cost - (see Plant Schedule) | 06.06004.4900.002 06.59000.4210.004 | \$27,408 \$375,757 | \$54,500 \$350,000 | | | | \$54,500 \$350,000 | 50% 107% | -\$25,757 |
| Total Infrastructure, Access and Transport Expenditure | | \$4,743,187 | \$7,821,141 | \$3,202,041 | -\$422,911 | \$44,065 | \$10,644,336 | 45% | -\$144,905 |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets *Actual expenditure figures include creditor commitments | | | | | | | | | |
|--|-------------------|--------------------|------------------------------------|------------------|-----------------|-----------------------------------|--------------------------------------|--------------------------|-------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/ Revised Budget % | Budget Variances |
| WATER SUPPLY FUND | | | | | | | | | |
| Crookwell Water Supply Fund | | | | | | | | | |
| Loan Principal Reduction (Former Crookwell Loan 163W - Finalised 24/4/2022) | 02.02600.4900.002 | \$24,138 | \$49,100 | | | | \$49,100 | 49% | |
| Mains Replacement - General | 02.02547.2194.002 | \$196,314 | \$150,000 | | -\$30,000 | | \$120,000 | 164% | -\$76,314 |
| Mains Replacement - Brooklands | 02.02564.4200.002 | \$33,724 | | | \$30,000 | | \$30,000 | 112% | -\$3,724 |
| Crookwell NEW DAFF Water Treatment Plant | 02.02562.4200.002 | \$3,486,122 | \$5,000,000 | | | | \$5,000,000 | 70% | |
| (Total Expenditure \$7m being 15/16 \$1m, 16/17 \$5m, 17/18 \$1m) | | | | | | | | | |
| (Infrastructure NSW Grant \$6m, 15/16 \$857k, 16/17 \$4,286m, 17/18 \$857k) | | | | | | | | | |
| (ULSC contribution \$1m being 15/16 \$143k, 16/17 \$714k, 17/18 143k) | | | | | | | | | |
| (ULSC contribution \$200k transfer from Sec. 64 Reserve & \$800k Transfer from Reserve) | | | | | | | | | |
| Manager of Operations Motor Vehicle- Net Replacement Cost - (see Motor Vehicle Schedule) | 02.59000.4210.004 | \$38,970 | \$18,000 | | | | \$18,000 | 217% | -\$20,970 |
| Gunning Water Supply Fund | | | | | | | | | |
| Mains Replacement | 09.09511.2194.002 | \$11,595 | \$60,000 | | | | \$60,000 | 19% | |
| Gunning WTP - 2 Sludge Lagoon Drying Beds | 09.09519.4200.002 | \$20,609 | | | \$20,000 | | \$20,000 | 103% | -\$609 |
| Dakon Water Supply Fund | | | | | | | | | |
| Mains Replacements | 11.11508.2194.002 | | \$30,000 | | | | \$30,000 | | |
| Taralga Water Supply Fund | | | | | | | | | |
| Loan Principal Reduction (Loan 170 - Finalised 9/2/2037) | 12.12600.4900.002 | \$10,913 | \$10,900 | | | | \$10,900 | 100% | |
| Mains Replacements | 12.12511.2194.002 | \$42,984 | \$50,000 | | | | \$50,000 | 86% | -\$13 |
| Total Water Supply Services Expenditure | | \$3,865,370 | \$5,368,000 | | \$20,000 | | \$5,388,000 | 72% | -\$101,632 |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL EXPENDITURE BUDGET - 2016/2017 Capital Expenditure - Acquisition/Renewal of Assets *Actual expenditure figures include creditor commitments | | | | | | | | | |
|---|-------------------|--------------------|------------------------------------|--------------------|-------------------|-----------------------------------|--------------------------------------|--------------------------|-------------------|
| Job Description | Ledger No. | Actual Expenditure | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserve Transfers | Revised Budget Total at March Review | Actual/ Revised Budget % | Budget Variances |
| SEWERAGE FUND | | | | | | | | | |
| Crookwell Sewerage Fund | | | | | | | | | |
| Loan Principal Reduction (Former Crookwell Loan 1635 - Finalised 24/4/2022) | 03.03600.4900.002 | \$15,343 | \$31,200 | | | | \$31,200 | 49% | |
| Sewerage Pumping Station Upgrades | 03.03530.4300.002 | \$15,083 | \$10,000 | | \$5,000 | | \$15,000 | 101% | -\$83 |
| Sewer Main Rehabilitation / Renewal (2016/2017 Funded from Reserve) | 03.03535.4300.002 | \$4,974 | \$100,000 | | | | \$100,000 | 5% | |
| Geo Tube for Sludge Drying | 03.03527.4300.002 | | \$7,000 | | | | \$7,000 | | |
| Sewer Motor Vehicle Net Replacement Cost - (see Motor Vehicle Schedule) | 03.59000.4210.004 | \$36,849 | | | | | | | |
| Crookwell STP Emergency Generator | 03.03532.4135.002 | \$14,530 | \$100,000 | | | | \$100,000 | 15% | |
| Gunning Sewerage Fund | | | | | | | | | |
| Sewer Main Rehabilitation / Renewal | 10.10507.4300.002 | \$155,235 | \$40,000 | | \$100,000 | | \$140,000 | 111% | -\$15,235 |
| Taralga Sewerage Fund | | | | | | | | | |
| Loan Principal Reduction (Loan 170 - Finalised 9/2/2037) | 13.13600.4900.002 | \$2,549 | \$2,500 | | | | \$2,500 | 102% | -\$49 |
| Total Sewerage Services Expenditure | | \$244,363 | \$290,700 | | \$105,000 | | \$395,700 | 62% | -\$15,367 |
| GENERAL FUND | | | | | | | | | |
| 5. GOVERNANCE | | | | | | | | | |
| Real Estate Development | | | | | | | | | |
| Total Governance Expenditure | | | | | | | | | |
| Total Capital Works Expenditure | | \$9,808,637 | \$14,819,181 | \$3,292,291 | -\$177,729 | \$184,042 | \$18,117,785 | 54% | -\$276,293 |
| Capital Works Funding by Fund:- | | | | | | | | | |
| General Fund Expenditure | 59% | \$5,295,739 | \$8,755,981 | \$3,292,291 | -\$302,729 | \$184,042 | \$11,929,585 | 44% | -\$133,537 |
| DWM Fund Expenditure | 3% | \$403,165 | \$404,500 | | \$20,000 | | \$404,500 | 100% | -\$25,757 |
| Water Supply Funds Expenditure | 36% | \$3,865,370 | \$5,368,000 | | \$105,000 | | \$5,388,000 | 72% | -\$101,632 |
| Sewerage Funds Expenditure | 2% | \$244,363 | \$290,700 | \$3,292,291 | -\$177,729 | | \$395,700 | 62% | -\$15,367 |
| Total of All Funds Expenditure | 100% | \$9,808,637 | \$14,819,181 | \$3,292,291 | -\$177,729 | \$184,042 | \$18,117,785 | 54% | -\$276,293 |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL INCOME BUDGET - 2016/2017 Grants and Contributions Provided for Capital Purposes | | | | | | | | | |
|--|-------------------|---------------|------------------------------------|------------------|-----------------|------------------------------------|--------------------------------------|-------------------------|-----------------|
| Job Description | Ledger No. | Actual Income | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserves Transfers | Revised Total Budget at March Review | Actual/Revised Budget % | Budget Variance |
| GENERAL FUND | | | | | | | | | |
| 1. SOCIAL | | | | | | | | | |
| Emergency Services and Fire Protection | | | | | | | | | |
| Bushfire Brigade Building Improvements- 994 Fund | 01.38001,4250.999 | \$78,739 | | \$30,250 | \$7,000 | \$41,490 | \$78,740 | 100% | |
| Animal Control | | | | | | | | | |
| Health Services, Medical Centres, Aged, Disabled and Community Services | | | | | | | | | |
| Public Libraries | | | | | | | | | |
| Public Halls, Cultural Services, Community Centres and Museums | | | | | | | | | |
| Tuena Hall (Veolia Mulwaree Trust Grant) | 01.32361,1700.320 | \$1,500 | | \$30,682 | | \$1,500 | \$30,682 | 100% | |
| Tony Foley Centre - Air Conditioners - Gunning Lions Club | 01.32201,1750.194 | \$5,000 | | | \$5,000 | | \$5,000 | 100% | |
| Crookwell Memorial Hall Committee - Air conditioner installation | 01.32331,1750.188 | | | | | | | | |
| Sporting Grounds and Parks and Gardens | | | | | | | | | |
| Playground equipment - Stronger Communities Program | 01.35301,1700.313 | \$19,000 | | \$19,000 | | | \$19,000 | 100% | |
| Gunning Skate Park - (50% Grant Funded) Budgeted 2015-16 | 01.35301,1700.320 | \$20,455 | | | | | \$87,829 | 100% | -\$17,000 |
| Crookwell Skate Park - Veolia Trust Grant | 01.35301,1700.953 | \$104,829 | \$80,000 | | \$7,829 | | \$17,000 | 105% | -\$592 |
| Crookwell Skate Park - Community Building | 01.35301,1700.953 | \$11,592 | | | \$11,000 | | \$11,000 | 100% | |
| Crookwell Skate Park - Crookwell Youth Group | 08.08000,3030.803 | \$10,000 | | | \$10,000 | | \$10,000 | 100% | |
| Crookwell Skate Park - Lions Australia | 08.08000,3030.803 | \$8,182 | | | \$8,182 | | \$8,182 | 100% | |
| Collector Oval Synthetic Grass Cricket Pitch | 01.35201,1700.994 | | | | | | | | |
| Clifton Park Cricket Nets | 01.35301,4250.999 | | | | | | | | |
| Klamina Creek Pipe Construction (994) | 01.35301,4250.999 | | | | | \$4,340 | \$4,340 | | |
| Swimming Pools | | | | | | | | | |
| Crookwell Swimming Pool Paint Pool Inside Surface (\$15k SCP Grant PAID 2015-16) | 01.35011,1700.320 | | \$15,000 | | | | \$15,000 | | |
| Total Social Income | | \$259,297 | \$95,000 | \$79,932 | \$66,011 | \$52,030 | \$292,973 | 89% | -\$17,592 |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL INCOME BUDGET - 2016/2017 Grants and Contributions Provided for Capital Purposes | | | | | | | | | |
|--|-------------------|------------------|------------------------------------|------------------|------------------|------------------------------------|--------------------------------------|--------------------------|-----------------|
| Job Description | Ledger No. | Actual Income | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserves Transfers | Revised Total Budget at March Review | Actual/ Revised Budget % | Budget Variance |
| GENERAL FUND | | | | | | | | | |
| 2. ENVIRONMENTAL | | | | | | | | | |
| <i>Town Planning and Development Control</i> | | | | | | | | | |
| <i>Section 94 - Development Contributions</i> | | | | | | | | | |
| Open Space | 01.41001.1750.287 | \$18,926 | \$23,000 | | | | \$23,000 | 82% | |
| Bushfire | 01.41001.1750.322 | \$15,099 | \$21,000 | | | | \$21,000 | 72% | |
| Community Facilities/Amenities | 01.41001.1750.288 | \$32,802 | \$42,000 | | | | \$42,000 | 78% | |
| Roads/Traffic Construction | 01.41001.1750.289 | \$218,466 | \$290,000 | | | | \$290,000 | 75% | |
| Extractive Industries | 01.41001.1750.292 | \$3,032 | \$9,100 | | | | \$9,100 | 33% | |
| Plan Administration | 01.41001.1750.295 | \$4,110 | \$5,000 | | | | \$5,000 | 82% | |
| Gullen Solar Farm | 01.41001.1750.363 | \$250,000 | | | \$250,000 | | \$250,000 | 100% | |
| <i>Environmental Systems and Protection</i> | | | | | | | | | |
| <i>Housing</i> | | | | | | | | | |
| <i>Noxious Weeds Control</i> | | | | | | | | | |
| <i>Building Control</i> | | | | | | | | | |
| Total Environmental Income | | \$542,435 | \$390,100 | | \$250,000 | | \$640,100 | 85% | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL INCOME BUDGET - 2016/2017 Grants and Contributions Provided for Capital Purposes | | | | | | | | | |
|--|-------------------|---------------|------------------------------------|------------------|-----------------|------------------------------------|--------------------------------------|--------------------------|-----------------|
| Job Description | Ledger No. | Actual Income | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserves Transfers | Revised Total Budget at March Review | Actual/ Revised Budget % | Budget Variance |
| GENERAL FUND | | | | | | | | | |
| 3. ECONOMIC | | | | | | | | | |
| <i>Financial Services</i> | | | | | | | | | |
| <i>Administration and Corporate Support</i> | | | | | | | | | |
| <i>Information Technology</i> | | | | | | | | | |
| IT - New Integrated Telephone/Communications System (\$150k Office of Local Government) | 01.24001.1700.320 | | \$150,000 | | | | \$150,000 | | |
| IT - New Servers Virtualisation Project (Transfer from Reserve) | 01.24001.4250.999 | \$98,305 | \$98,800 | | | | \$98,800 | 99% | |
| <i>Caravan Parks</i> | | | | | | | | | |
| <i>Tourism Promotion and Business</i> | | | | | | | | | |
| Total Economic Income | | \$98,305 | \$248,800 | | | | \$248,800 | | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL INCOME BUDGET - 2016/2017 Grants and Contributions Provided for Capital Purposes | | | | | | | | | |
|--|-------------------|---------------|------------------------------------|------------------|-----------------|------------------------------------|--------------------------------------|--------------------------|-----------------|
| Job Description | Ledger No. | Actual Income | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserves Transfers | Revised Total Budget at March Review | Actual/ Revised Budget % | Budget Variance |
| GENERAL FUND AND DWM FUND | | | | | | | | | |
| 4. INFRASTRUCTURE, ACCESS AND TRANSPORT | | | | | | | | | |
| <i>Roads, Bridges, Cycleways, Footpaths and Kerb and Guttering</i> | | | | | | | | | |
| Rural Local Roads | | | | | | | | | |
| Grabine Road Construction - Total of \$1.6m over 4 Years (Tranche 2 Special Grant - 50% Funding \$800,000 2016/2017 to 2019/2020) (16/17 \$200k, 17/18 \$200k, 18/19 \$200k, 19/20 \$200k) | 01.30301.1700.970 | | \$200,000 | | -\$200,000 | | | | |
| Gullen Flats Road | 01.30301.4250.999 | | | | | \$25,000 | \$25,000 | | |
| Regional Roads | | | | | | | | | |
| Regional Road Rehabilitation - Gundaroo Road MRS2 (50% RMS REPAIR Grant Funding) | 01.31001.1700.318 | | \$289,200 | | | | \$289,200 | | |
| Regional Road Rehabilitation - Devil's Elbow MRS2 (Subject to 50% Grant Funding) | 01.31001.1700.975 | | | \$1,021,440 | | | \$1,021,440 | | |
| Black Spot Program Grant Funding | 01.31001.1700.318 | | \$540,000 | | | | \$540,000 | | |
| - \$540,000 Fixing Country Roads Grant - State Govt. Transport for NSW | 01.31001.1700.318 | | \$193,500 | | | | \$193,500 | | |
| - \$193,500 Black Spot Grant Funding | | | | | | | | | |
| - \$346,500 Council Funded | | | | | | | | | |
| Regional Roads Timber Bridge Replacement Program | | | | | | | | | |
| MR 256 - Timber Bridge Replacement - Abercrombie Bridge Stronger Nations Federal Grant | 01.31001.1700.978 | | | \$762,000 | | | \$762,000 | | |
| MR 256 - Timber Bridge Replacement - Abercrombie Bridge Fixing Country Roads NSW | 01.31001.1700.960 | | | \$675,000 | | | \$675,000 | | |
| (Total Replacement Cost \$1,525 million (\$675k Building Stronger Nations Program + \$762k Repair of County Bridges Program + \$88k Block Grant) | | | | | | | | | |
| Local Roads Bridge Program | | | | | | | | | |
| Footpaths and Cycleways | | | | | | | | | |
| Disabled Access Constructions - Ageing Strategy - (50% Grant funded) | 01.30801.1700.558 | \$6,818 | \$5,000 | \$10,000 | | | \$15,000 | 45% | |
| Kiamma Creek Disabled Ramp Stronger Communities Federal Grant | 01.30801.1700.557 | \$8,921 | | \$8,920 | | | \$8,920 | 100% | |
| Traffic & Transport Cycleway Program - Carrington Street Crookwell (Between Northcott Street & Stephenson Street) - (100% RMS Funded) | 01.30801.1700.581 | \$52,273 | \$40,500 | \$21,725 | | | \$62,225 | 84% | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL INCOME BUDGET - 2016/2017 Grants and Contributions Provided for Capital Purposes | | | | | | | | | |
|---|--|-----------------------|------------------------------------|------------------|-----------------|------------------------------------|--------------------------------------|--------------------------|-----------------|
| Job Description | Ledger No. | Actual Income | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserves Transfers | Revised Total Budget at March Review | Actual/ Revised Budget % | Budget Variance |
| Kerb and Guttering | | | | | | | | | |
| Other Infrastructure School - Rural Bus Stops (50% RMS Contribution) | 01.32501.1700.342 | | \$7,500 | | | | \$7,500 | | |
| Waste Centres, Rubbish Tips and Street Cleaning Landfill Remediation (Transfer from Sec. 94 Reserve) Landfill Remediation (EPA Grant) (50% Grant Funded 200,000 over 2 Years 15/16 & 16/17) | 01.39201.4250.999 01.39201.1700.320 | \$126,536 | \$200,000 \$100,000 | | | | \$200,000 \$100,000 | 63% | |
| Public Cemeteries Lawn Cemeteries Columbariums (Transfer from Sec. 94 Reserve) Taraiga Cemetery - Stonequarry public toilets | 01.32001.4250.999 01.32081.1700.320 | \$8,172 | \$10,000 | \$8,170 | | | \$10,000 \$8,170 | 100% | |
| Stormwater and Drainage | | | | | | | | | |
| Public Conveniences and Amenities Tuena Disabled Toilet Block and Septic - Veolia Mulwaree Trust | 01.35301.1700.570 | \$40,909 | | \$40,900 | | | \$40,900 | 100% | -\$9 |
| Engineering, Purchasing and Works Supervision | | | | | | | | | |
| Plant and Equipment Operations | | | | | | | | | |
| Domestic Waste Management (DWM) Section 94 Contribution - Garbage Disposal and Facilities DWM Plant - Net Replacement Cost (Transfer from Reserve) | 06.06011.1750.290 06.06011.4250.999 | \$11,998 \$375,757 | \$15,000 \$350,000 | | | | \$15,000 \$350,000 | 80% 107% | -\$25,757 |
| Total Infrastructure, Access and Transport Income | | \$631,395 | \$1,950,700 | \$2,546,155 | -\$200,000 | \$25,000 | \$4,323,855 | 153% | -\$25,766 |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL INCOME BUDGET - 2016/2017 Grants and Contributions Provided for Capital Purposes | | | | | | | | | |
|--|-------------------|--------------------|------------------------------------|------------------|-----------------|------------------------------------|--------------------------------------|-------------------------|-----------------|
| Job Description | Ledger No. | Actual Income | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserves Transfers | Revised Total Budget at March Review | Actual/Revised Budget % | Budget Variance |
| WATER SUPPLY FUND | | | | | | | | | |
| <i>Crookwell Water Supply Fund</i> | | | | | | | | | |
| Water Section 64 Development Contributions | 02.02001.1750.285 | \$4,434 | \$25,000 | | | | \$25,000 | 18% | |
| Crookwell NEW DAFF Water Treatment Plant (Infrastructure NSW Grant) | 02.02001.1700.571 | \$1,578,092 | \$4,286,000 | | | | \$4,286,000 | 37% | |
| Crookwell NEW DAFF Water Treatment Plant - Transfer from Reserve | 02.02001.4250.999 | \$200,000 | \$514,000 | | | | \$514,000 | 100% | |
| Crookwell NEW DAFF Water Treatment Plant - Transfer from Sec 64 Reserve | 02.02001.4250.999 | \$200,000 | \$200,000 | | | | \$200,000 | | |
| (Total Expenditure \$7m being 15/16 \$1m, 16/17 \$5m, 17/18 \$1m) | | | | | | | | | |
| (Infrastructure NSW Grant \$6m, 15/16 \$857k, 16/17 \$4,286m, 17/18 \$857k) | | | | | | | | | |
| (ULSC contribution \$1m being 15/16 \$143k, 16/17 \$714k, 17/18 143k) | | | | | | | | | |
| (ULSC contribution \$200k transfer from Sec. 64 Reserve & \$800k Transfer from Reserve) | | | | | | | | | |
| <i>Gunning Water Supply Fund</i> | | | | | | | | | |
| Water Section 64 Development Contributions | 09.09001.1750.285 | \$7,704 | \$14,800 | | | | \$14,800 | 52% | |
| <i>Dalton Water Supply Fund</i> | | | | | | | | | |
| Water Section 64 Development Contributions | 11.11001.1750.285 | \$3,852 | \$2,000 | | \$3,000 | | \$5,000 | 77% | |
| <i>Taralga Water Supply Fund</i> | | | | | | | | | |
| Water Section 64 Development Contributions | 12.12001.1750.285 | \$7,704 | \$9,000 | | | | \$9,000 | 86% | |
| Total Water Supply Services Income | | \$1,801,786 | \$5,050,800 | | \$3,000 | | \$5,053,800 | 36% | |

| UPPER LACHLAN SHIRE COUNCIL OPERATIONAL PLAN CAPITAL INCOME BUDGET - 2016/2017 Grants and Contributions Provided for Capital Purposes | | | | | | | | | |
|--|---------------------------------------|--------------------|------------------------------------|--------------------|------------------|------------------------------------|--------------------------------------|--------------------------|------------------|
| Job Description | Ledger No. | Actual Income | Original Budget Estimate 2016-2017 | September Review | December Review | March Revotes & Reserves Transfers | Revised Total Budget at March Review | Actual/ Revised Budget % | Budget Variance |
| SEWERAGE FUND | | | | | | | | | |
| <i>Crookwell Sewerage Fund</i> | | | | | | | | | |
| Sewerage Section 64 Development Contributions | 03.03011.1750.285 | \$7,558 | \$20,000 | | | | \$20,000 | 38% | |
| Sewer Main Rehabilitation / Renewal (Transfer from Reserve) | 03.03011.1700.572 | \$4,974 | \$100,000 | | | | \$100,000 | 5% | |
| <i>Gunning Sewerage Fund</i> | | | | | | | | | |
| Sewerage Section 64 Development Contributions | 10.10001.1750.285 | \$8,208 | \$8,000 | | | | \$8,000 | 103% | -\$208 |
| <i>Taralga Sewerage Fund</i> | | | | | | | | | |
| Sewerage Section 64 Development Contributions | 13.13001.1750.285 | \$8,208 | \$5,200 | | \$5,500 | | \$10,700 | 77% | |
| GENERAL FUND | Total Sewerage Services Income | \$28,948 | \$133,200 | | \$5,500 | | \$138,700 | 21% | -\$208 |
| 5. GOVERNANCE | | | | | | | | | |
| <i>Real Estate Development</i> | | | | | | | | | |
| Total Governance Income | | | | | | | | | |
| | | | | | | | | | |
| Total Capital Grants and Contributions Income, Transfers from Reserves & Loans | | \$3,362,156 | \$7,868,600 | \$2,628,087 | \$124,511 | \$77,030 | \$10,698,228 | 31% | -\$43,566 |
| Total Transfers from Reserves | | \$884,312 | \$1,472,800 | \$30,250 | \$7,000 | \$75,530 | \$1,585,580 | 56% | |
| Total Loans | | | | | | | | | |
| Total Capital Grants and Contributions | | \$2,477,844 | \$6,395,800 | \$2,597,837 | \$117,511 | \$1,500 | \$9,112,648 | 27% | |
| Total Capital Grants and Contributions Income, Transfers from Reserves & Loans | | \$3,362,156 | \$7,868,600 | \$2,628,087 | \$124,511 | \$77,030 | \$10,698,228 | 31% | |
| Capital Income by Fund:- | | | | | | | | | |
| General Fund | | \$1,143,667 | \$2,319,600 | \$2,628,087 | \$116,011 | \$77,030 | \$5,140,728 | 22% | -\$17,601 |
| DVM Fund | | \$387,755 | \$365,000 | | | | \$365,000 | 106% | -\$25,757 |
| Water Supply Funds | | \$1,801,786 | \$5,050,800 | | \$3,000 | | \$5,053,800 | 36% | |
| Sewerage Funds | | \$28,948 | \$133,200 | | \$5,500 | | \$138,700 | 21% | -\$208 |
| Total of All Funds | | \$3,362,156 | \$7,868,600 | \$2,628,087 | \$124,511 | \$77,030 | \$10,698,228 | 31% | -\$43,566 |

UPPER LACHLAN SHIRE COUNCIL



THIRD QUARTER REVIEW

OPERATIONAL PLAN – KEY PERFORMANCE INDICATORS

2016/2017

31 MARCH 2017

| |
|--|
| PRINCIPAL ACTIVITIES - KEY PERFORMANCE INDICATORS |
|--|

| <u>FUNCTION (SERVICE)</u> | <u>PAGE NUMBER</u> |
|---|---------------------------|
| SOCIAL | |
| Health Services, Medical Centres, Community Services, Aged and Disabled Services | 4 |
| Public Halls, Cultural Services, Community Centres and Museums | 4 |
| Animal Control | 5 |
| Swimming Pools | 6 |
| Sporting Grounds and Parks and Gardens | 7 |
| Public Libraries | 7 |
| Emergency Services and Fire Protection | 8 |
| ENVIRONMENTAL | |
| Town Planning and Development Control | 9 |
| Building Control | 9 |
| Environmental Systems and Protection | 10 |
| Housing | 10 |
| Noxious Weeds Control | 11 |
| Food Control and Inspections | 12 |
| ECONOMIC | |
| Financial Services | 13 |
| Administration and Corporate Support | 14 |
| General Purpose Revenue and Rates | 15 |
| Information Technology | 15 |
| Workforce (Human Resources and Work, Health and Safety) | 16 |
| Caravan Parks | 18 |
| Tourism Promotion and Business (Private Works, RMS State Road and Motor Registry) | 19 |
| INFRASTRUCTURE, ACCESS AND TRANSPORT | |
| Roads, Bridges, Footpaths, Cycleways, and Kerb and Guttering | 20 |
| Stormwater and Drainage | 22 |
| Quarries and Gravel Pits | 22 |
| Waste Centres, Rubbish Tips and Street Cleaning | 23 |

PRINCIPAL ACTIVITIES - KEY PERFORMANCE INDICATORS (continued)

| <u>FUNCTION (SERVICE)</u> | <u>PAGE NUMBER</u> |
|---|---------------------------|
| Public Conveniences and Amenities | 24 |
| Public Cemeteries | 24 |
| Engineering, Purchasing and Works Supervision | 25 |
| Plant and Equipment Operations | 26 |
| Domestic Waste Management (DWM) | 27 |
| Water Supply services | 28 - 29 |
| Sewerage services | 30 |
| GOVERNANCE | |
| Governance and Civic Leadership | 31 - 32 |

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - HEALTH SERVICES, MEDICAL CENTRES, AGED, DISABLED AND COMMUNITY SERVICES**

| <u>Key Performance Indicators</u> | <u>Performance Measures</u> | <u>Delivery Program Actions</u> | <u>Performance Status</u> |
|--|--|---|---|
| Liaise with health care service providers within the Shire. | Maintain lease for buildings. | 1.1 - Support the retention of medical and health care facilities in the towns. | Compliant and ongoing. |
| Support the Youth Council to promote youth engagement. | Report each year in the Annual Report. | 1.4-2 - Retain the youth population demographic and provide appropriate facilities. | Bi-monthly meetings with representatives from the Ya'Mad Committee are ongoing. |
| Support the NSW Government rollout of the National Disability Insurance Scheme (NDIS). | Council develops a Disability Inclusion Action Plan (DIAP) by December 2016. | 1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds. | Being achieved - draft Council DIAP is on public exhibition until the 24 May 2017 and to be finalised by June 2017. |
| Maintain a web based community directory. | Review annually. | 1.7 - Social inclusion for all disparate communities. | Pending - Annual review scheduled for completion in October 2017. |

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - PUBLIC HALLS, CULTURAL SERVICES, COMMUNITY CENTRES AND MUSEUMS**

| <u>Key Performance Indicators</u> | <u>Performance Measures</u> | <u>Delivery Program Actions</u> | <u>Performance Status</u> |
|--|---|---|--|
| Implement Social and Community Plan for Council. | Report every year in the Annual Report. | 1.2 - Support provision of ageing population services and aged accommodation. | Being achieved - Social and Community Plan is on public exhibition until 24 May 2017 and to be finalised by June 2017. |
| Implement Cultural Plan for Council. | Review every two years. | 1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds. | Pending - Review of Cultural Plan to be completed by 30 June 2017. |

| <u>Key Performance Indicators</u> | <u>Performance Measures</u> | <u>Delivery Program Actions</u> | <u>Performance Status</u> |
|--|---|--|---|
| | | 1.6 - Protect all significant heritage sites to preserve the diverse history of the Shire. | 2016/2017 Heritage grant acquittals due 15 May 2017. 2017/2018 Heritage grants scheduled for endorsement by Council in October 2017. |
| Maintenance and management of Council public facilities. | Annual AGM and audits for Committees. Review Plan of Managements for public buildings. | 1.8 - Manage and upgrade Council's public buildings and community centres. 1.8 - Manage and upgrade Council's public buildings and community centres. | Compliant and ongoing as per budget commitments. Plan of Managements – are reviewed and completed, subsequent reviews are ongoing and reported to Council for endorsement. |

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - ANIMAL CONTROL**

| <u>Key Performance Indicators</u> | <u>Performance Measures</u> | <u>Delivery Program Actions</u> | <u>Performance Status</u> |
|--|---|--|--|
| Registration of companion animals. | Monthly report to Office of Local Government. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Completed – monthly reports submitted to the Office of Local Government. |
| Maintain a Complaint Handling Register. | Complaints closed out within two weeks. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Compliant and ongoing. |
| Maintain an Impounding Register. | Statistics reported in Annual Report. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Compliant and ongoing. |

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - SWIMMING POOLS**

| <u>Key Performance Indicators</u> | <u>Performance Measures</u> | <u>Delivery Program Actions</u> | <u>Performance Status</u> |
|--|--|--|--|
| Swimming pool guidelines. | Annual review of guidelines. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Achieved - annual booking schedule completed for swim season. Schools and Department of Education, Swim Club and special interest groups catered for. Safety systems reviewed in accordance with Practice Note 15. |
| Water quality testing. | Daily testing and water sample compliance. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Achieved – three times daily water quality sampling undertaken during pool opening days, results recorded, corrective action taken, compliance with Department of Health guidelines maintained. |
| Swimming pool patronage numbers. | Report annually to Council. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Pending – daily attendance records maintained for Crookwell and Gunning Swimming Pools. Report to Council at conclusion of 2017 swim season. |

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - SPORTING GROUNDS AND PARKS AND GARDENS**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|--|--|
| Sports field maintenance and Playing Fields Committee meetings. | Report to Council annually. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Being achieved - sporting committee is meeting twice yearly. |
| Prepare Plans of Management for land where Council is the trustee. | Review Plans every two years. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Pending – no progress to date. |
| Towns and villages mowing and maintenance program and fire risk minimisation. | Implement town beautification initiatives. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Being achieved – new townsperson in Bigga appointed in April 2017. |

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - PUBLIC LIBRARIES**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---------------------------------------|--|---|
| Quarterly Reports for library services to Council. | Report to Council by deadline. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Being achieved – Quarterly Reports for both branch libraries are prepared within a month of the end of the quarter. |
| Complete NSW State Library Return of Local Priority Grant Report and Statement of Library | Completed by State Library deadline. | 1.9 - Encourage recreational and leisure activities while maintaining public safety | Achieved – Library Return completed and sent to NSW State Library in November 2016. |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--------------------------------|---|--|
| Operations. | | standards. | |
| Increase membership and number of library loans. | Increase by 1% per annum. | 1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds. | Achieved – statistics prepared by Library Manager included in 2015/2016 Annual Report. |
| STLC Library Cooperative Committee meetings and REX meetings attendance. Review of joint policies and annual fees. | Implement Committee decisions. | 1.5 - Lobby for retention of education facilities. | Achieved – review of STLC completed in November 2016. STLC to cease operations on 30 June 2017. Service Level Agreement with Goulburn Mulwaree Council to provide shared library services commences 1 July 2017. |

**CSP STRATEGIC OBJECTIVE - SOCIAL:
PRINCIPAL ACTIVITY - EMERGENCY SERVICES AND FIRE PROTECTION**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--------------------------------------|--|--|
| Maintain Section 94 Register for each individual Bushfire Brigade. | Annual Audit of Section 94 Register. | 1.8 - Manage and upgrade Council's public buildings and community centres. | Achieved – Section 94 Register audit completed for 2015/2016 and provided a copy of the register to RFS in August 2016. |
| Complete review of DISPLAN. | Report to Council every two years. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Pending – Consequences Management Guide first review meeting held in December 2016, awaiting SES input to complete the document. |
| Complete review of RFS Service Level Agreement. | Report to Council. | 1.3 - Lobby for improved mobile telephone, broadband, and television reception services. | Pending – Service Level Agreement renewed in 2014 and is due for review in near future. |

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|---|--|
| Prepare LEP amendments and submit to Department of Planning. | LEP Amendments submitted to Department of Planning for gazettal. | 2.4 - Promote environmentally sustainable developments (ESD). | Ongoing - amended as required. |
| Review and implementation of Section 94 and Section 94A Development Contributions Plans. | Implement Plans by target date specified by the NSW Department of Planning and Infrastructure; and annual audit Section 94 Register. | 2.5-2 - To pursue Section 94A Development Contributions payments for all State Significant - Designated Developments. | Pending - Section 94 Plan review is pending subject to tendering for consultants. |
| Section 355 Committees commence operations and Council provide support to facilitate the Community Enhancement Program (CEP). | CEP agreements signed by developers. Funds paid to reserve annually. Committees resourced to benefit target communities. | 2.5-2 - To pursue Section 94A Development Contributions payments for all State Significant - Designated Developments. | Ongoing – CEP Agreements are signed and awaiting commencement of projects for funding payments. Gullen Range Wind Farm and Taralga Wind Farm and Cullerin Range Wind Farm CF project funding is scheduled for allocation in July 2017. |
| Completion and issue of Section 149 Certificates. | Complete within 7 days. | 2.4 - Promote environmentally sustainable developments (ESD) | Compliant and ongoing. |

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - BUILDING CONTROL**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---|---|---|
| Ensure ongoing accreditation of Building Surveyors is maintained. | Minimum CPD points are obtained annually. | 2.4 - Promote environmentally sustainable developments (ESD). | Completed and ongoing. |
| Construction Certificate (CC) assessment and determination | Determine 90% of CC's within 30 days. | 2.4 - Promote environmentally sustainable developments (ESD). | 80% of CC's were determined within 30 days for the period of 1 January 2017 to 31 March 2017. |
| Development Application (DA) assessment and determination. | Determine 90% of DA's within 40 days. | 2.4 - Promote environmentally sustainable developments (ESD). | 75% of DA's were determined within 40 days for the period of 1 January 2017 to 31 March 2017. |

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - ENVIRONMENTAL SYSTEMS AND PROTECTION**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|---|---|
| State of Environment Reporting. | Complete and include in Council Annual Report. | 2.7 - Implement Climate Change Adaption Strategy. 2.5-1 - Promote use of green and renewable energy. | Achieved – State of Environment requirements prepared and included in 2015/2016 Annual Report. |
| Investigate and report environmental complaints in accordance with legislation. | Deal with complaints within 30 days. | 2.1 - Address environmental degradation issues. | Being achieved – not all compliance action can be finalised within the 30 day timeframe. |
| Assist community groups to seek grant funding for environmental initiatives for Council land and waterways. | Number of grants per annum. | 2.6 - Support land care initiatives to restore and beautify natural resources. | Ongoing liaison with relevant government agencies in seeking funding for environmental initiatives. |

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - HOUSING**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---|---|----------------------------------|
| Regular inspection of housing by independent management agent. | House inspections twice a year. | 2.4 - Promote environmentally sustainable developments (ESD). | Compliant and ongoing. |
| Annual house maintenance and repair program derived from inspections. | Repairs completed within 30 days of notification. | 2.4 - Promote environmentally sustainable developments (ESD). | Compliant and ongoing. |

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - NOXIOUS WEEDS CONTROL**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--|--|--|
| Property inspections - the type and density of noxious weed infestations to be recorded and reported to Council. | 17% of properties inspected annually and all high risk pathways. | 2.1 - Address environmental degradation issues, i.e. noxious weeds control. | Works in progress – 166 property inspections have been undertaken during the period of 1 January 2017 to 31 March 2017. |
| Suppression of noxious plants on road reserves. | Roads to be surveyed annually and control work conducted. | 2.1 - Address environmental degradation issues, i.e. noxious weeds control. | Works in progress – monthly updates are included in the Council Business Paper. |
| Regular education programs (field days and press releases) for landowners on the most effective control methods. | 3 programs per year. | 2.6 - Support land care initiatives to restore and beautify natural resources. | Works in progress – regular government and non-government meetings attended. Weed control information included in Councils information page and newsletters. |

**CSP STRATEGIC OBJECTIVE - ENVIRONMENTAL:
PRINCIPAL ACTIVITY - FOOD CONTROL AND INSPECTIONS**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--|--|---|
| Conduct food premise inspections of retailers and service providers. | Annual inspection of all food premises. | 2.2 - Improve urban streetscape and CBD. | Pending – inspections are scheduled for May 2017. |
| Re-inspection of food retailers issued with infringement notices. | Follow up within 90 days of notice. | 2.2 - Improve urban streetscape and CBD. | None identified for the period of 1 January to 31 March 2017. |
| Swimming Pool register and inspection program. | Ensure Swimming Pool register is maintained. | 1.9 - Encourage recreational and leisure activities while maintaining public safety standards. | Being achieved – compliant and ongoing. |

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - FINANCIAL SERVICES**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|--|---|
| Council's Investment Policy and Investment Strategy. | Review biennially. | 3.1-2 - Prudent financial management. | Pending – policy was reviewed in September 2015 and is due to be reviewed in 2017 by Audit, Risk and Improvement Committee. |
| Maintain Employee Leave Entitlements (ELE) internal restricted cash reserves to fund leave as it becomes payable. | 33% Cash reserve of total ELE expense. | 3.1-1 - Ensure financial viability of Council. | Achieved – Council ELE cash reserve is 41% of total ELE expense as at 30 June 2016 based on age profile and accumulated leave accrued. |
| Implementation of Council's Strategic Internal Audit Plan and report actions to Audit and Risk Committee. | Complete 2 audits annually. | 3.1-2 - Prudent financial management. | Achieved – Grant Thornton conducted two internal audit projects; a WH&S audit and Building/Asset Management audit. Reports were provided to March 2017 Audit, Risk and Improvement Committee. |
| Progressively complete Asset Fair Valuation for all asset classes. | Audited annually. | 3.1-1 - Ensure financial viability of Council. | Pending – water supply and sewerage asset classes will be re-valued at “fair value” by 30 June 2017. The revaluation of community land and other assets was completed in June 2016. |
| Improve long-term financial plan (LTFP) modelling. | 10 year plan reviewed annually. | 3.1-1 - Ensure financial viability of Council. | Achieved – Long Term Financial Plan was reviewed and draft adopted by Council in April 2017. The LTFP is reviewed annually. |
| Accurate and timely Council budget reporting and review. | Quarterly Reports. | 3.1-2 - Prudent financial management. | Being achieved – provision of Quarterly Budget Review Statements and KPIs report to Council each quarter within two months of the end of the quarter. |

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - ADMINISTRATION AND CORPORATE SUPPORT**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---|--|---|
| Manage Councils Accounts Payable and Purchasing systems. | 90% of tax invoices are paid within credit terms. | 3.7 - Greater efficiency and increased customer service standards. | Achieved – 92.27% of tax invoices were paid by Council in accordance with credit terms in the 3rd quarter of 2016/2017. |
| Manage Councils Accounts Receivable system. | 90% payment recovered within sixty days. | 3.7 - Greater efficiency and increased customer service standards. | Achieved – 91.45% of sundry debtor invoices were recovered within 60 days of tax invoice date in the 3rd quarter of 2016/2017. |
| Complete scanning of legal documents, contracts and personnel files onto Council electronic document management system. | Personnel files stored on TRIM by 30 June 2017. | 3.7 - Greater efficiency and increased customer service standards. | Being achieved – all legal files and grants have been scanned and stored in TRIM electronic records management system. Council staff personnel files 95% scanned into TRIM. |
| Participate in CENTROC and CBRJO advocacy and resource sharing projects. | Report annually to Council. | 3.1-1 - Ensure financial viability of Council. | Being achieved – participating in on-line training services program, internal audit, ArcBlue procurement program, electricity program, and water supply best practice programs. |

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - GENERAL PURPOSE REVENUE AND RATES**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|---|--|--|
| Proportion of rates accounts outstanding at year end. | Less than 5% outstanding. | 3.1-2 - Prudent financial management. | Achieved – 2.36% rates and charges outstanding percentage as at 30 June 2016. |
| Completion of statutory certificates i.e. Section 603 Certificates. | 95% completion rate within 5 days. | 3.7 - Greater efficiency and increased customer service standards. | Achieved – 99% of Section 603 Certificates were processed within deadline for the 3rd Quarter 2016/2017. |
| Complete and audit Statement of Compliance for permissible rates income. | Annual Completion by due date free of error. | 3.1-2 - Prudent financial management. | Achieved – audit completed by the statutory deadline of 31 October 2016. |
| Process land revaluations and supplementary land valuations from the Valuer Generals Office. | Monthly reconciliation and signoff by management. | 3.1-2 - Prudent financial management. | Achieved – all reconciliations signed and authorised in 3rd quarter of 2016/2017. |

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - INFORMATION TECHNOLOGY**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--|--|--|
| Council's Information Technology Strategic Plan and Business Continuity Plan to be reviewed and updated. | Implementation of recommendations within specified timeframes. | 3.7 - Greater efficiency and increased customer service standards. | Pending – Information Technology Strategic Plan, Business Continuity Plan and Business Impact Assessments will be completed in 2017. |
| Implement Council PC (computers) replacement program on a four year rotational basis. | Annually install 100% of PC's scheduled. | 3.7 - Greater efficiency and increased customer service standards. | Being achieved – computer replacement program commenced. |
| Review, upgrade and update | Updated on a weekly basis. | 3.7 - Greater efficiency and | Being achieved – Council website and |

| | | | |
|--|---|--|---|
| Council's Website and FaceBook page information. | | increased customer service standards. | FaceBook page updated each week and timely media releases. |
| Efficient response times to user requests for technical assistance. | 90% of requests responded to within two days. | 3.7 - Greater efficiency and increased customer service standards. | Being achieved – response to requests within specified timeframes. |
| Implementation of new file servers, software and databases, including telecommunication systems upgrade. | Complete each year within budget estimate. | 3.7 - Greater efficiency and increased customer service standards. | Being achieved – Virtualised server project completed in January 2017. Unified telecommunications system project delayed commencement until late 2017. Civica Authority and TRIM EDM version updates completed in March 2017. |

CSP STRATEGIC OBJECTIVE - ECONOMIC:**PRINCIPAL ACTIVITY - WORKFORCE (HUMAN RESOURCES AND WORK HEALTH AND SAFETY)**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|---|---|
| Review and implement Council Succession Plan. | Review biennially. | 3.3 - Assist facilitation of employment opportunities. | Pending – Succession Plan to be reviewed and adopted by Council in 2017. |
| Proportion of Council employee turnover per year. | Less than 10%. | 3.3 - Assist facilitation of employment opportunities. | Achieved – 6.30% employee turnover rate in 2015/2016. 9% turnover in 2016/2017. |
| Conduct annual performance reviews, reissue and sign-off for all employee's position descriptions and training plans. | Complete by 31 May each year. | 3.3 - Assist facilitation of employment opportunities. | Pending – 2016/2017 performance reviews commenced in March 2017. Self-Assessment review forms completed by all staff. |
| Review and implement the human resources four year strategy in Council's Workforce Plan. | Review Annually. | 3.3 - Assist facilitation of employment opportunities. | Being achieved – the Workforce Plan was reviewed and draft adopted by Council at April 2017 meeting. |
| Conduct on-site work safety inspections of works sites and | 80% of worksites are audited each year by WH&S | 3.7 - Greater efficiency and increased customer service | Being achieved – WH&S Committee meetings held. Incident reports and |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|--|--|
| offices. Information provided to Council WH&S Committee and management. | Committee. | standards. Greater focus on work health and safety and risk management methods at Council worksites. | remedial action summary provided to MANEX each month. |
| All new employees to attend Corporate Induction. | Within a month of commencing employment. | 3.3 - Assist facilitation of employment opportunities. | Being achieved - Appropriate personal and professional development is undertaken. Corporate inductions completed on a regular basis for new employees. |
| Maintain a database of hazards and risk management of all Council activities. | Quarterly updated by Section Managers and reported annually by WH&S Coordinator. | 3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites. | Works in progress – Significant achievements in the Parks and Gardens, Construction Crews and Works Depot all reviewed. All crews have access to task specific risk assessments and SWMS. |
| Identification of need for and implementation of safe work method statements (SWMS) for specific worksites. | 80% of WH&S corrective actions will be completed within agreed timeframes. | 3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites. | Works in progress - systematically working through and identifying areas within Council that require SWMS. Review of Parks and Gardens and Water supply services are substantially completed. Some new SWMS have been developed for work with RMS which have been approved by RMS. |
| Increase awareness training of back and manual handling injuries such as sprains and strains for all staff. | Training provided every two years. | 3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites. | Achieved - training is provided, achievement of established WH&S performance targets, minimisation of workplace risk and the development of a prevailing culture of safety in the organisation; Increasing level of compliance to |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--|--|---|
| | | | StateCover public liability insurance audit requirements; Reduction in the number of days lost due to work related injuries. Notification of workplace incident reports to StateCover within two days of incident occurring. |
| Establish corporate safety management objectives, strategies and targets in the WH&S section. Minimisation of lost time incidents, injuries and workers compensation claims. | Incident reporting by employee within 2 days to senior management. | 3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites. | Being achieved – Incident Reporting Policy and Procedure updated. Council staff have been trained in reporting requirements via staff induction, site inductions and staff meetings. |
| Identify and address WH&S issues identified as critical to ensure a safe worksite. Identify "Hotspots" within work groups and concentrate training programs on identified problem areas. | Quarterly reporting to WH&S Committee and management. | 3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites. | Achieved - safety inspection results, incidents and injuries reported to Manex and the WHS Committee bi-monthly. Toolbox talks being routinely completed by works crews. |

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - CARAVAN PARKS**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|---------------------------------------|---|---|
| Implement Crookwell caravan park user charges. | Cost neutral facility. | 3.4 - Encourage and support viable local businesses. | Achieved – in 2015/2016 Council operated the facility with a minor profit. An increase in overnight visitation and bookings in 2015/2016 and 2016/2017. |
| Implement Plans of Management for all Council controlled caravan | Review and update every 2 years. | 3.2 - Encourage sustainable moderate population growth. | Pending – review of Plan of Management yet be completed. |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|---|--|--|
| parks and camping areas. | | | |
| Provide improvements to Crookwell caravan park facilities. | Continue to promote facility and seek external grant funding. | 3.7 - Greater efficiency and increased customer service standards. | Being achieved – Crookwell caravan park promotion ongoing. Toilet amenities upgrade project completed. |

**CSP STRATEGIC OBJECTIVE - ECONOMIC:
PRINCIPAL ACTIVITY - TOURISM PROMOTION AND BUSINESS**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|--|--|
| Review and implement Tourism Strategic Plan. | Report annually by the Tourist Association. | 3.4 - Encourage and support viable local businesses. | Pending – action plan and projects review commenced by the Tourist Association and review to be completed by June 2017. |
| Coordinate the Crookwell Potato Festival event. | Provide annual event summary to Tourist Association. | 3.6 - Promote tourism opportunities and community events. | Pending – Committee meetings held and event preparation for scheduled weekend of 13-14 May 2017. |
| Prepare of tourism function statistics each quarter. | Present to Tourist Association. | 3.7 - Greater efficiency and increased customer service standards. | Achieved – audited Financial Statements were presented to Tourist Association AGM in October 2016. |
| Preparation of Destination Management Plan to Destination NSW for Southern Tablelands Region. | Increase visitation and \$ spend in the Shire each year. | 3.6 - Promote tourism opportunities and community events. | Being achieved – Destination Management Plan completed for Council as part of Inland NSW RTO. The new Southern NSW RTO Destination Management Plan to be completed in 2017/2018. |
| Prepare and distribute tourism publications; i.e. Accommodation Guide and Group Touring Guide. | Distribution within program deadlines. | 3.6 - Promote tourism opportunities and community events. | Achieved – new Upper Lachlan Destination Guide publication completed and distributed. |
| Business activity of the State Road MR54 RMCC contract and work orders to retain RMS accreditation. | Generate profit in accordance with contract limits. | 3.1-2 – Prudent financial management. | Being achieved – MR54 State Road works orders and new road construction and sealing works of unsealed sections well underway with only 3km remaining to be sealed. The remaining work will be completed by December 2017. Satisfactory contractor performance report issued by RMS to Council. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - ROADS, BRIDGES, FOOTPATHS, CYCLEWAYS, AND KERB AND GUTTERING**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--|---|--|
| Implement Roads Hierarchy Classification in strategic planning of forward road programs. | Review Road Hierarchy annually. | 4.1 - Improve local road and transport networks. | Achieved – Roads Hierarchy has been developed. |
| Completion of annual capital works expenditure program in accordance with budget allocation. | Complete 80% of works program annually. | 4.1 - Improve local road and transport networks. | Being achieved – 44% of General Fund capital works program completed at 3rd Quarter 2016/2017. |
| Progression in the reconstruction and upgrade of Grabine Road as part of the Special Grant program with RMS and Transport for NSW (8 year program commenced 2013). | Complete Stage 5 within budget allocation. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Pending – Stage 4 of program commenced. Stage 5 yet to commence. Rescheduled and delay in works program due to postponement of Roads to Recovery Funding. Works due to recommence in 2017/2018 financial year. |
| Call and evaluate tenders for civil works contract plant and labour hire, and capital works projects. | To review tenders every two years. | 4.1 - Improve local road and transport networks. | Being achieved - Tenders were called on 27 April 2017 and will close on 26 May 2017. |
| Gravel resheeting programme submitted to and adopted by Council in June each year. | Resheet every road in a 30 year cycle. | 4.1 - Improve local road and transport networks. | Being achieved – the 2016/2017 gravel resheeting program adopted by Council. 48% of Roads to Recovery gravel resheet program was completed at 3rd Quarter. |
| Number of kilometres per year cost per kilometre for road maintenance, dissecting bitumen and gravel roads. | Provide cost report to Council annually. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Being achieved – report provided to budget meeting. Council reviewed and adopted draft Infrastructure Plan at April 2017 meeting. |
| Continuation of footpath | Complete within budget | 4.9 - Develop new and | Being achieved - ongoing projects being |

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| replacement program in accordance with Footpath Policy. | allocation. | upgrade existing footpaths and cycleway networks. | completed regularly. New PAMP being developed by consultants and draft PAMP is on public exhibition. |
| Establish a Bridge Replacement and maintenance program. | To review program every two years. | 4.11 - Progressively replace timber bridges on local and regional roads. | Achieved – priority program has been prepared and included in 4 year Delivery Program. Plan to utilise borrowings to assist in funding bridge program. |
| Complete the replacement of the Abercrombie River timber bridge on MR256 Taralga to Oberon Road. | Complete by December 2016. | 4.11 - Progressively replace timber bridges on local and regional roads. | Pending – funding contract signed, review of environment effects commenced. Aboriginal Heritage issues delaying start of works. Precast concrete components have been manufactured with 10 units delivered to site. |
| Regional road repair and pavement reconstruction program on MR52 Gundaroo to Gunning Road. | Complete within budget by June 2017 and finalisation report completed to RMS. | 4.12 - Regional transport links are the highest infrastructure priority of Council these include the pavement rehabilitation projects. | Being achieved - Stages 2 and 3 are being constructed at present with completion due by December 2017. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - STORMWATER AND DRAINAGE**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--|--|---|
| Stormwater Levy for all towns to assist in funding capital improvements. | Maintain an external restricted cash reserve. | 4.10 - Upgrade stormwater and kerb and guttering in towns. | Being achieved – works program is included in Operational Plan and stormwater levy on rates notice. |
| Creation of Floodplain Risk Management Study and Plans. | Completion of Study and Plan by December 2016. | 4.13 - Flood Management Plans created for all towns. | Being achieved – the draft Flood Risk Management Plan and Study for the four villages is on public exhibition adopted at April Council meeting. |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|--|--|--|
| Implement Stormwater Management Plan. | Implement Stormwater works outlined in Plan. | 4.10 - Upgrade stormwater and kerb and guttering in towns. | Being achieved – ongoing program of works prepared. Tait Street stormwater work completed in 2016. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - QUARRIES AND GRAVEL PITS**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|---|--|
| Prepare annual stocktake of gravel pits stock held and movements. Review quantity of gravel stock held for each gravel pit/quarry. | Complete by June each year. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved - gravel management system is in place and working well. Gravel stocks have been reduced to target value and approval of Council's auditors. A stocktake will be completed by June 2017 for external audit. |
| Maintain a gravel pit rehabilitation cash reserve in accordance with gravel restoration liability requirements. | Review cash reserve annually. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved – rehabilitation reserve created and funds being credited to reserve. |
| Review gravel royalty payment pricing model and internal charge rate and procedures. | Review and update gravel royalty payment annually. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved – internal gravel charge reviewed and updated 1 July 2016. |
| Erect signage as warning of potential hazard at quarries where Council have Quarry Management agreements with owners to operate the quarry. | Installation of signage as remote supervision. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved – signs erected. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - WASTE CENTRES, RUBBISH TIPS AND STREET CLEANING**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---|---|--|
| Maintain a rubbish tip (landfill) rehabilitation cash reserve. | Review cash reserve annually. | 4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips. | Achieved – waste rehabilitation reserve established with annualised contributions to the fund. |
| Strategic Waste Management Plan implementation. Investigations and environmental improvements to determine the useful lives of Councils existing Landfills. | Project in conjunction with EPA grant. Concept design finalised by end of 2016. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Works in Progress - Strategic Waste Management Plan reviewed. Upgrade of Crookwell Landfill major focus. Concept plan completed, progressed to detailed design phase. Workshop held to discuss plans with Councillors, Council staff adjoining landowners, EPA and GHD consultants. Capital improvement funding included in 2017/2018 forward budget to progress necessary improvements. |
| Ensure compliance with DECCW licence for rubbish tips (landfill). | No non-compliance incidents. | 4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips. | Achieved – DECCW annual return for Crookwell landfill completed on time and submitted. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - PUBLIC CONVENIENCES AND AMENITIES**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---|---|---|
| Maintain public toilet facilities according to health requirements. | Weekly Maintenance schedule undertaken. | 4.4 - Develop town main street and CBD beautification programs. | Achieved – weekly maintenance and cleaning occurring. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - PUBLIC CEMETERIES**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|---|--|
| Prepare Plans of Management for all Council controlled cemeteries. | Review every two years. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved - completed. |
| Crookwell Cemetery expansion of existing site to cater for future requirements. | Negotiate land acquisition with surrounding land owners. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Being achieved - additional land for Crookwell cemetery has been purchased. Negotiations are underway (a valuation has been obtained) to purchase additional land for the expansion of Gunning Cemetery. |
| Undertake maintenance activities according to the adopted works schedule. | Within 5% of budget allocation. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Being achieved – maintenance activities according to annual program and budget allocation. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - ENGINEERING, PURCHASING AND WORKS SUPERVISION**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|---|---|
| Implementation and review of Asset Management Plan. Asset Audit Preparedness and audit of Special Schedule 7 including asset condition management. | Link to Long-term Financial Plan model. Council resources allocated to ensure audit compliance. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Being achieved - asset revaluation completed and incorporated into Fit for the Future asset modelling. Pending – asset condition assessment audit of Special Schedule 7; OLG has not mandated or implemented external audit. |
| Six monthly Stores Stocktakes with a proportion and value of Stores stock control bin errors being minimised. | Less than \$500 stock write down from a single stocktake. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Being achieved - some work already done to deal with the recommendation in the Intentus Chartered Accountants Audit Management Letter. General re-organisation and restructuring ongoing. |
| Implementation of new Risk Management Action Plan (RAMP) to meet Statewide Mutual Public Liability audit verification requirements. | Complete annually within allocated deadline. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Pending – RAMP program audit completed for 2015/2016. New and outstanding RAMP items are to be completed by 30 June 2017. |
| Implement Risk Management Assessment Plan and Risk Management Policy. | Review and update. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved. |
| Review Council Underground Petroleum Storage (UPS) systems; including diesel and petrol bowsers. | Ensure low level of leakage and no environmental impact. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and | Being achieved - testing indicates that losses from the system are minimal (and discrepancies are probably caused by |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|---------------------------------------|--|--|
| | | upgrades covering a 10 year period. | temperature variations). Additional tank outside Crookwell office to be removed during the 2017/2018 financial year. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - PLANT AND EQUIPMENT OPERATIONS**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---|---|---|
| Prepare a plant and equipment 10 year forward plan. | Review and update annually. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved – plant policy has been prepared and approved with plant replacements being undertaken in accordance with the policy and budget. |
| Annual Plant Replacement schedule. | Replacement cost is within 5% of budget allocation. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Being achieved - Plant Replacements for 2016/2017 are almost complete. Replacement of grader has been delayed pending decision regarding patching equipment. |
| Maintain a plant replacement cash reserve and achieve plant hire surplus each year. | Review annually adopted plant hire rates. | 4.1 - Improve local road and transport networks. | Achieved – plant hire rates were reviewed and updated in July 2016. Plant Hire profit achieved in 2015/2016. |
| Management of motor vehicle leaseback program. | Review annually. | 4.1 - Improve local road and transport networks. | Being achieved – leaseback program and lease fees are reviewed annually. Last review of the policy was completed in April 2015 and leaseback fees updated in July 2016. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - DOMESTIC WASTE MANAGEMENT (DWM)**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---------------------------------------|---|--|
| DWM service charge includes a disposal cost as a costed entity. | Establish Fund and review annually. | 4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips. | Achieved – DWM makes a disposal cost contribution to landfill generally in accordance with volume of waste disposed. |
| Average number of garbage bin service collections missed per month and number of complaints received. | Less than 2% of weekly pickups. | 4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips. | Being achieved – improvements to collection routes and staffing have seen a significant reduction in missed bin complaints. New collection truck has reduced breakdowns and impact upon recycle and waste. Another new truck has been purchased with delivery scheduled for June 2017. |
| Complete the DWM reasonable cost calculation. | Audited annually. | 4.7 - Provide increased waste pickup and clean up service at existing village rubbish tips. | Achieved – calculation and methodology was included in the 2016/2017 Operational Plan and external audit completed by Intentus Chartered Accountants. |
| Prepare and review DWM long-term plant replacement schedule. | Reviewed annually. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Being achieved – plant replacement schedule reviewed. Replacement schedule consisting of two side loading compactor trucks being replaced on a 5 yearly staggered rotation. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - WATER SUPPLY SERVICES**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|---|---|
| Carry out weekly water quality standard testing. | Complying water quality test samples. | 4.6 - Improve water supply and sewerage facilities to towns. | Achieved – daily water quality testing undertaken for the Crookwell, Taralga, Gunning and Dalton systems. New water treatment plants completed for Gunning/Dalton and Taralga, both are operating in accordance with specification. Construction project underway on new Water Treatment Plant in Crookwell. |
| Implement user pay best practice pricing water charges in accordance with State Government Guidelines. | 50% water supply income from user pay charges. | 4.6 - Improve water supply and sewerage facilities to towns. | Achieved – user pay water charges implemented. 53.65% of total water revenue is from water usage consumption charges in 2015/2016. |
| Implement Strategic Business Plan, Water Conservation, and Demand Management Plans for the town water supplies. | Implement action plan. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Achieved - Water Conservation, Demand Management and Drought Management Plans completed. Strategic Business Plan completed. Drinking Water Quality Management Plan completed. |
| Maintain Section 64 Development Contributions Plan Register. | Audited annually. | 4.6 - Improve water supply and sewerage facilities to towns. | Achieved – Section 64 Contributions Register maintained and externally audited annually. |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|---|--|--|
| Construction of the Crookwell water supply treatment plant project per Restart NSW - Water Security for Regions Program. | Project initiation in 2016. Completion of project in 2017. | 4.6 - Improve water supply and sewerage facilities to towns. | Works in Progress - \$6M secured from Restart NSW towards the \$7M project (\$1M balance from Council). Construction underway, new water supply system to be commissioned by September 2017. |
| Surplus Water Fund operating result. | Within 10% of budget. | 4.6 - Improve water supply and sewerage facilities to towns. | Achieved – water supply fund in 2015/2016 had an operating surplus to set aside funds for infrastructure replacement requirements and assist in funding Crookwell water supply project. |

**CSP STRATEGIC OBJECTIVE - INFRASTRUCTURE, ACCESS AND TRANSPORT:
PRINCIPAL ACTIVITY - SEWERAGE SERVICES**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|--|---|---|---|
| Number of sewer chokes per month per five kilometres of mains. | Less than 3. | 4.6 - Improve water supply and sewerage facilities to towns. | Being achieved – problem sewer main areas in Crookwell and Gunning have been relined as part of the CEEP program. |
| Implement Strategic Business Plan, including Integrated Water Cycle Management Strategy for town sewerage systems. | Implement action plan. | 4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Pending – Integrated Water Cycle Management (IWCM) Plan to be completed in 2017/2018. The Strategic Business Plan is completed. |
| Surplus Sewerage Fund operating result. | Within 10% of budget. | 4.6 - Improve water supply and sewerage facilities to towns. | Achieved – operating result surplus in 2015/2016 provides for future infrastructure replacement needs. |
| Maintain Section 64 Development Contributions Plan Register. | Audited annually. | 4.6 - Improve water supply and sewerage facilities to towns. | Achieved – Section 64 Contributions Register updated and reconciled each month and externally audited annually. |
| Sewerage Treatment Plants comply with EPA conditions. | Satisfactory report from NSW Office of Water. | 4.6 - Improve water supply and sewerage facilities to towns. | Achieved – EPA Annual Return completed on time. NSW Office of Water regional inspector provided satisfactory report for Crookwell, Gunning and Taralga Sewerage Treatment Plants. |

**CSP STRATEGIC OBJECTIVE - GOVERNANCE:
PRINCIPAL ACTIVITY – GOVERNANCE AND CIVIC LEADERSHIP**

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|--|--|--|
| Implement organisation structure in accordance with Local Government Act requirements. | Reviewed regularly, after local government elections. | 5.4 - Ensure the retention and attraction of quality staff. | Achieved – reviewed and adopted by Council in October 2016. |
| Council Policy Development and review. | Continual policy review and upgrade each year. | 5.3 - Promote community engagement and involvement in decision making processes. | Achieved – KPI achieved in the three quarters with continual policy development and policy reviews undertaken. |
| Council Meeting Business Paper creation and distribution. | Released one week prior to meeting date. | 5.3 - Promote community engagement and involvement in decision making processes. | Achieved – Provision of iPads to Councillors and agenda distribution within required timeframes. |
| Complaint handling and service delivery. | Complete service requests within 15 days. | 5.2 - Lobby other levels of Government for increased share of funding and changes to taxation distribution. | Being achieved - achieving target of 15 days. |
| Complete Council Annual Report. | Completed and sent to OLG by 30 November every year. | 5.6 - Council governance structures support best practice and social justice principles and ensure Council is efficiently managed. | Achieved – Annual Report URL link forwarded to Office of Local Government on 18 November 2016. |
| Implement the Office of Local Government (OLG) “Fit for the Future” Council Improvement Proposal and 4 years Action Plan. | 4 year Action Plan incorporated into Delivery Program. | 5.1 - Participate in resource sharing initiatives. | Being achieved – actions reported to Council as part of Delivery Program six monthly review report in December 2016. |
| Compliance with Office of Local Government (OLG) Circulars and compliance with legislative and | Circulars to be reviewed monthly. | 5.6 - Council governance structures support best practice and social justice principles | Being achieved – circulars reviewed, complied with and placed before Council as requested by the OLG. |

| <u>Key Performance Indicators</u> | <u>Means to Achieve Target</u> | <u>Manner of Performance Assessment</u> | <u>Performance Status</u> |
|---|---|--|---|
| statutory amendments. | | and ensure Council is efficiently managed. | |
| Upper Lachlan Shire Council to remain sustainable in the long term. | Meet all seven Fit for the Future benchmarks. | 5.3 - Promote community engagement and involvement in decision making processes. | Achieved – all seven Fit for the Future benchmarks met by Upper Lachlan Shire Council in 2015/2016. |

Finance and Administration - 18 May 2017

ITEM 11.5 **Pensioner Concession Policy**

FILE REFERENCE I17/253

AUTHOR **Director of Finance and Administration**

ISSUE

Review of the Council Pensioner Concession Policy.

RECOMMENDATION That -

1. Council adopts the reviewed Pensioner Concession Policy.

BACKGROUND

Nil

REPORT

| | |
|---|---------------------------------------|
| POLICY:- | |
| Policy Title: | Pensioner Concession Policy |
| File Reference: | F10/618-04 |
| Date Policy was adopted by Council initially: | 28 September 2006 |
| Resolution Number: | 249/06 |
| Other Review Dates: | 15 September 2011 and 16 October 2014 |
| Resolution Number: | 358/11 and 325/14 |
| Current Policy adopted by Council: | 18 May 2017 |
| Resolution Number: | XX/17 |
| Next Policy Review date: | 2020 |

| | |
|--------------------------------|--|
| 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: | N/A |
| Responsibility for implementation: | Director of Finance and Administration |
| Responsibility for review of Policy: | Director of Finance and Administration |

OBJECTIVE

To provide eligible pensioners with the statutory pensioner concession relating to rates and charges, as specified in Section 575, of the Local Government Act 1993.

POLICY STATEMENT

Council will provide a consistent approach to verifying all pensioner concession applications and apply appropriate internal controls to maintenance of pension details.

This policy sets out the terms and conditions required to be met by eligible persons for a pensioner concession under the Local Government Act 1993.

PROCEDURAL GUIDELINES

1. Council's procedure under Section 579, of the Local Government Act 1993, is that all pensioners make initial application for rebate on the prescribed form and that any backdating of the rebate be limited to only the prior year of application.
2. Council's procedure under Section 582, of the Local Government Act 1993, is that Council will not provide any additional waiver or reduction in rates, charges and interest due by any person.
3. That validation of eligible pensioner reference card holders will be carried out by Council staff annually in conjunction with Centrelink and the Department of Veteran Affairs verification processes.
4. The reversal of pensioner rebates will be made as required by Section 584, of the Local Government Act 1993, if circumstances occur that causes a person's entitlement to a reduction, under this Division, of rates or charges to cease, the entitlement is taken to cease on the last day of the quarterly instalment period during which those circumstances occurred.

ENTITLEMENT TO PENSIONER CONCESSION

The Local Government Act 1993, Chapter 15, Part 8 - Concessions, Division 1 provides concessions for eligible pensioners.

Entitlement is granted under Section 575, of the Local Government Act 1993, which states the following.

“If an eligible pensioner is the person solely liable, or a person jointly liable with one or more other persons, for a rate or charge levied on land on which a dwelling is situated, the rate or charge is, on application to the Council and on production to the Council of evidence sufficient to enable it to calculate the amount of the reduction, to be reduced in accordance with this Section.”

APPLICATION FOR PENSION CONCESSION

Pensioners requesting a rebate are required to submit an application on the prescribed form and the production of a current Pension Concession Card as sufficient evidence to calculate the amount of the rates and charges reduction, allowed under the Local Government Act 1993. The eligible pensioner must meet the above entitlement criteria to receive a pensioner concession.

AMOUNT OF PENSION CONCESSION

The maximum amounts of the pensioner rebate allowed is adjusted downwards proportionally subject to whether the person/s making the application is solely liable or jointly liable with eligible dwelling occupiers.

The total amount of annual pension concession by which:-

- (a) All ordinary rates and charges and for domestic waste management services levied on any land for the same year are reduced is not to exceed \$250;
- (b) All water supply special rates or annual charge so levied are reduced is not to exceed \$87.50;
- (c) All sewerage special rates or annual charge so levied are reduced is not to exceed \$87.50.

STATUTORY PENSION CONCESSION FUNDING

Council receives a Pensioner Concession Subsidy of 55% of all concessions granted in the financial year. The subsidy represents both State and Commonwealth funding. Council funds the balance of 45% of the pensioner concessions granted.

PENSIONERS TEMPORARILY IN HOSPITALS OR NURSING HOMES

Council staff will be empathetic in all circumstances related to permanent, partial and/or temporary incapacitation of eligible pensioners.

If a ratepayer is required to leave their principal place of living for a temporary period with an intention to return to their home, Council will assess whether the ratepayer is

Finance and Administration

PENSIONER CONCESSION POLICY cont'd

still eligible for a pensioner concession. Factors for consideration include whether the property is vacant or only occupied by the ratepayer's spouse during the time of their absence.

If a residence is leased on a commercial basis this will negate the sole principal place of residence status for the property and the pension concession will be removed for the property.

RELEVANT LEGISLATION AND RELATED COUNCIL POLICY

- Local Government Act 1993 (as amended);
- Local Government (General) Regulation 2005;
- Independent Commission against Corruption Act (ICAC) 1988;
- Anti Discrimination Act 1977;
- NSW State Records Act 1998;
- Government Information (Public Access) Act 2009;
- Privacy and Personal Information Protection Act 1998;
- Office of Local Government Rating and Revenue Raising Manual;
- Council's Code of Conduct for Councillors, staff and delegates of Council;
- Council's Code of Meeting Practice;
- Council's Rates and Charges Hardship Assistance Policy;
- Council's Debt Recovery Policy;
- Council's Service Delivery Policy;
- Council's Records Management Policy;
- Council's Privacy Management Plan;
- Council's Complaints Management Policy;
- Council's Disciplinary Policy;
- Council's Delegation of Authority Policy; and
- Council's instrument of delegations from the General Manager to Council staff.

VARIATION

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

POLICY IMPACT

Review of an existing Council policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the reviewed Pensioner Concession Policy.

ATTACHMENTS

Nil

12 GENERAL MANAGER

The following items are submitted for consideration -

| | | |
|------|--|-----|
| 12.1 | Staffing Matters | 158 |
| 12.2 | Mayoral and Councillors' Remuneration | 160 |
| 12.3 | Crookwell 2 and 3 Windfarms - Voluntary Planning Agreement | 189 |
| 12.4 | Meeting with NSW Regional Infrastructure Coordinator | 211 |
| 12.5 | Action Summary - Council Decisions | 214 |

General Manager - 18 May 2017

ITEM 12.1 **Staffing Matters**

FILE REFERENCE **I17/237**

AUTHOR **General Manager**

ISSUE

Providing details in relation to current staffing matters for Councillors' information.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Providing information to Councillors in relation to current staffing matters, including recent resignations and appointments.

REPORT

The vacant position of Destination Marketing Officer based at Crookwell was advertised externally on Thursday, 23 March 2017 with applications closing on Thursday, 6 April 2017. Interviews were undertaken on Tuesday, 11 April 2017. Elizabeth Gorman was offered and has accepted the position as Destination Marketing Officer with Council, and she commenced duties on Monday, 1 May 2017.

The vacant position of Revenue Officer based at Crookwell was re-advertised externally on Wednesday, 1 March 2017 with applications closing on Thursday, 23 March 2017. Interviews were undertaken on Tuesday, 11 April 2017. Prudence Crowley was offered and has accepted the position as Revenue Officer with Council, and she commenced duties on Monday, 22 May 2017.

The vacant position of Library Officer – Gunning and Crookwell was advertised externally on Thursday, 23 March 2017 with applications closing on Thursday, 6 April 2017. Interviews were undertaken on Thursday, 27 April 2017. Peta Luck was offered and has accepted the position as Library Officer – Gunning and Crookwell with Council, and she will commence duties on Monday, 22 May 2017.

The vacant position of Cadet Engineer based at Crookwell was re-advertised externally on Monday, 8 May 2017 with applications closing on Friday, 26 May 2017. Council will be advised of the successful applicant in due course.

Performance reviews for all staff members for 2016/2017 have recently been commenced with 3% of staff completed as at 5 May 2017.

General Manager
STAFFING MATTERS cont'd

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

General Manager - 18 May 2017

ITEM 12.2 **Mayoral and Councillors' Remuneration**

FILE REFERENCE **I17/232**

AUTHOR **General Manager**

ISSUE

Providing details on the Report and Determinations of the Local Government Remuneration Tribunal.

RECOMMENDATION That -

1. Council notes the determination of annual fees for Councillors and Mayors and resolves to set a fee structure for the period 2017/2018 being, Councillors Annual Fee of \$11,570.00 and a Mayoral Fee of \$25,250.00.

BACKGROUND

Providing details with respect to the Report and Determinations of the Local Government Remuneration Tribunal.

REPORT

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 2017 to 30 June 2018, to mayors and councillors of councils, as well as chairpersons and members of county councils.

The current policy on wages pursuant to section 146(1)(a) of the Industrial Relations Act 1996 is articulated in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014. The effect of the Regulation is that public sector wages cannot increase by more than 2.5%, and this includes the minimum and maximum fees payable to councillors and mayors. The Tribunal's Report and Determination of 2016 provided a general increase of 2.5% which was consistent with the NSW Wages Policy.

Section 241 of the *Local Government Act 1993* (the Act) requires the Tribunal to determine each year the maximum and minimum amounts of annual fees payable during the following year to mayors and councillors.

Sections 248 and 249 of the Act require councils to fix and pay an annual fee based on the Tribunal's determination.

Section 239 of the Act requires the Tribunal to determine the categories of councils and mayoral offices.

The Tribunal has awarded an annual fee increase of 2.5%, which is in accordance with the public sector wages policy cap. The increase takes effect from 1 July 2017.

Section 241 of the Local Government Act 1993 (NSW) 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.

In addition, the Tribunal is required to determine the categories of councils under the Act. The level of fees paid to councillors and mayors will depend upon which category the council is placed within.

Since the making of the 2016 Remuneration Tribunal determination, a number of councils have been amalgamated resulting in the creation of 20 new councils. The impact of those amalgamations is an overall reduction in the number of councils in NSW from 152 to 128. This substantial change has resulted in a review of the existing categories and the allocation of councils into each of those categories.

The Tribunal has applied descriptive titles for each of the categories. The descriptive titles for the categories have been changed as follows:

- The category "Principal City" has been renamed "Principal CBD";
- The category "Major City" has been renamed "Major CBD";
- The category "Metropolitan Major" has been renamed "Metropolitan Large";
- The category "Metropolitan Centre" has been renamed "Metropolitan Medium";
- The category "Metropolitan" has been renamed "Metropolitan Small";
- Two new categories created are called "Regional City" and "Regional Strategic Centre";
- The two categories of "Regional Rural" and "Rural" remain the same;
- The categories of "County Council - Water" and "County Council - Other" also remain in place.

Therefore, in accordance with section 239 of the Local Government Act 1993 the categories of general purpose councils have been determined as follows:

1. Metropolitan
 - Principal CBD
 - Major CBD
 - Metropolitan Large
 - Metropolitan Medium
 - Metropolitan Small
2. Non-metropolitan
 - Regional City
 - Regional Strategic Area
 - Regional Rural
 - Rural
3. County Council
 - Water
 - Other

General Manager**MAYORAL AND COUNCILLORS' REMUNERATION** cont'd

The Tribunal also reviewed the minimum and maximum fees applicable to each category.

The Tribunal reviewed the key economic indicators, including the Consumer Price Index and Wage Price Index, and found that the full increase of 2.5% available is warranted.

Having regard to these factors and after taking the views of the Assessors into account the Tribunal considered that an increase of 2.5% in the fees for Councillors and Mayors was appropriate for the current year and has determined as such, with effect from 1 July 2017.

Councils are required to fix councillor and mayoral fees for the 2017/18 financial year based on the Tribunal's Determination.

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

Determination 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 2017 were determined as follows:

| | Councillor/Member Annual Fee | | Mayor/Chairperson Additional Fee* | |
|-------------------------|---|---------------|--|---------------|
| | Minimum \$ | Maximum \$ | Minimum \$ | Maximum \$ |
| Principal CBD | 26,310 | 38,580 | 160,960 | 211,790 |
| Major CBD | 17,540 | 32,500 | 37,270 | 105,000 |
| Metropolitan Large | 17,540 | 28,950 | 37,270 | 84,330 |
| Metropolitan Medium | 13,150 | 24,550 | 27,940 | 65,230 |
| Metropolitan Small | 8,750 | 19,310 | 18,630 | 42,120 |
| Regional City | 17,540 | 30,500 | 37,270 | 95,000 |
| Regional Strategic Area | 17,540 | 28,950 | 37,270 | 84,330 |
| Regional Rural | 8,750 | 19,310 | 18,630 | 42,120 |
| Rural | 8,750 | 11,570 | 9,310 | 25,250 |
| County Council – Water | 1,740 | 9,650 | 3,730 | 15,850 |
| County Council - Other | 1,740 | 5,770 | 3,730 | 10,530 |

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

Please note, as a comparison, the fee structure for Upper Lachlan Shire Council for the period 2016/2017 consisted of a Councillors Annual Fee of \$11,290.00 and a Mayoral Fee of \$24,630.00.

POLICY IMPACT

Nil

OPTIONS

Nil


FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council notes the determination of annual fees for Councillors and Mayors and resolves to set a fee structure for the period 2017/2018 being, Councillors Annual Fee of \$11,570.00 and a Mayoral Fee of \$25,250.00.

ATTACHMENTS

| | | |
|--|--|------------|
| 1.  | Local Government Remuneration Tribunal - Annual Report and Determination 12 April 2017 | Attachment |
|--|--|------------|

Local
Government
Remuneration
Tribunal

Annual Report
and
Determination

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

12 April
2017

[NSW Remuneration Tribunals website](#)

Local Government Remuneration Tribunal

Contents

| | |
|--|-----------|
| Contents | 1 |
| Executive Summary | 2 |
| Categories | 2 |
| Fees | 3 |
| Section 1 Introduction | 4 |
| Section 2 Local Government Reform | 4 |
| Update on council amalgamations | 4 |
| Amendments to the <i>Local Government Act 1993</i> | 5 |
| Section 3 Review of Categories | 6 |
| Scope of review | 6 |
| Submissions received - categorisation | 9 |
| Findings - categorisation | 11 |
| Criteria for categories | 12 |
| Allocation of council into categories | 16 |
| Section 4 Fees | 16 |
| Scope of review | 16 |
| Submissions received - Fees | 17 |
| Findings - Fees | 18 |
| Impact of fee increase and new categories | 19 |
| Section 5 Other matters | 19 |
| Fees for Deputy Mayors | 19 |
| Conclusion | 20 |
| Section 6 Determinations | 21 |
| Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2017 | 21 |
| Table 1: General Purpose Councils - Metropolitan | 21 |
| Table 2: General Purpose Councils – Non-Metropolitan | 22 |
| Table 3: County Councils | 23 |
| Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors | 24 |
| Table 4: Fees for General Purpose and County Councils | 24 |

Local Government Remuneration Tribunal

Executive Summary

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

Categories

Since the making of the 2016 determination a number of councils have been amalgamated resulting in the creation of 20 new councils. The impact of those structural changes is an overall reduction in the number of councils in NSW from 152 to 128. This significant change has prompted a review of the existing categories and the allocation of councils into each of those categories.

In undertaking the review the Tribunal examined the existing categories, a range of statistical and demographic data and considered the views of councils and Local Government NSW. Having regard to that information the Tribunal has determined a categorisation model which differentiates councils primarily on the basis of their geographic location. Other factors which differentiate councils for the purpose of categorisation include population, the sphere of the council's economic influence and the degree of regional servicing.

In accordance with section 239 of the *Local Government Act 1993* (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

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

Local Government Remuneration Tribunal

The determination provides for the retention of five existing categories (some with new titles) and the creation of two new categories. Each council is allocated into one of the categories based on the criteria outlined on pages 12 to 15 of the report.

Fees

The majority of councils will receive an increase of 2.5 per cent only which is consistent with the government's wages policy. Six existing councils will be eligible for increases of more than 2.5 per cent as those councils have been categorised into a higher or new category on the basis of the revised criteria.

The 20 new councils have been placed in one of the existing or new categories. These 20 councils replaced 44 former councils. The scale of the new councils means that the majority of these new councils will be eligible for fees that are higher than those paid to the former entities. However, the significant reduction in the number of councils from 152 to 128 has resulted in an estimated maximum saving on the overall cost of councillor fees in NSW of approximately \$2.5M.

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 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 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.
4. The Tribunal's determinations take effect from 1 July in each year. The Tribunal's Report and Determination of 2016, made on 29 March 2016, provided a general increase of 2.5 per cent which was consistent with the Government's policy on wages.
5. Since the making of the 2016 determination there has been a reduction in the number of councils in NSW from 152 to 128. In response to this significant change the Tribunal will review the categories and the allocation of each council and mayoral offices into those categories, pursuant to section 239 of the LG Act.

Section 2 Local Government Reform

Update on council amalgamations

6. The NSW Government has been working with local councils since 2011 to create stronger councils and strengthen local communities.
7. On 12 May 2016 the NSW Government announced the formation of 19 new councils. The proclamation of the new Bayside Council occurred on 9 September 2016 following

Local Government Remuneration Tribunal

the conclusion of legal action in the Court of Appeal. This took the total number of new councils created in 2016 to 20.

8. The decision to create new councils follows four years of extensive community and industry consultation and independent research and analysis which found a strong case for reform.
9. Detailed information on the reform process and progress to date can be found on the [Fit for the Future](#) and [Stronger Councils](#) websites.
10. On 14 February 2017, the Government announced that all merged councils in NSW will remain in place and the proposed formation of a further five new councils in Sydney would proceed, subject to the outcome of court proceedings. However, there will be no further regional council mergers.

Amendments to the *Local Government Act 1993*

11. The LG Act was amended in July 2016 to insert sub-clauses (3) and (4) into section 242A to clarify the intent of the impact of the government's wages policy on a determination which may change the category of a council as follows:

242A Tribunal to give effect to declared government policy on remuneration for public sector staff

- (1) In making a determination, the Remuneration Tribunal is 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 when making or varying awards or orders relating to the conditions of employment of public sector employees.*
- (2) The policies referred to in subsection (1) do not include any policy that provides for increases in remuneration based on employee-related savings.*
- (3) This section does not apply to a determination by the Remuneration Tribunal that changes the category of a council or mayoral office (whether or not the effect of the change is to increase the range of amounts payable to the councillors and mayor of a council).*
- (4) To avoid doubt, this section extends to a determination of the minimum and maximum amounts payable for a category in existence when the determination is made.*

12. The impact of these amendments to the LG Act is outlined in section 4 of this report.

Local Government Remuneration Tribunal

Section 3 Review of Categories

Scope of review

13. 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 2015 annual review.

14. Since the making of the 2016 determination there has been an overall reduction in the number of councils from 152 to 128. This significant change has prompted a review of the existing categories and the allocation of councils into each of those categories.

15. 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.”*

16. The Tribunal is tasked with determining a categorisation model in which councils with the largest number of features in common can be grouped together for remuneration purposes. This is not straightforward as each council has challenges and issues which are unique.

17. The existing categories group councils primarily on the basis of their geographic location (predominantly metropolitan or rural). Categories are then further differentiated on other factors including population, the sphere of the council's economic influence and the council's degree of regional servicing.

Local Government Remuneration Tribunal

18. The Tribunal reviewed this model having regard to a large amount of statistical material, including population and financial data, demographic indicators and indicators of regional significance. The Tribunal found that while the existing criteria continue to provide an equitable and transparent model by which to differentiate councils for the purposes of determining remuneration, there existed some scope to refine these criteria to address a number of categorisation anomalies and to better reflect the composition of councils post amalgamations.
19. In considering a new model the Tribunal sought to improve consistency and transparency in the determination of categories and the allocation of councils into each of those categories. Having considered the existing and new councils, the Tribunal identified a number of councils that specifically warranted either recategorisation into an existing category or a new category.
20. The current model provides for the councils of Newcastle, Wollongong, Central Coast (former Wyong and Gosford) and Lake Macquarie to be grouped with councils in the Sydney Metropolitan Area. These councils are not located in what is generally defined as the Sydney Metropolitan Area and the categorisation did not adequately reflect their regional status. Having assessed the characteristics of these councils the Tribunal was of the preliminary view that the categories should differentiate metropolitan and non-metropolitan councils. On that basis two new categories were proposed for the regional group to accommodate these councils.
21. In respect of the larger metropolitan councils, amalgamations in the Sydney metropolitan area have resulted in a significant number of councils with populations of greater than 200,000. The 2016 determination provided for the Council of the City of Parramatta to be categorised in the same category (Metropolitan City) as Newcastle and Wollongong City Councils. The proposal to move Newcastle and Wollongong into the non-metropolitan group necessitated a re-think of the categorisation for Parramatta City Council having regard to its status in the metropolitan region. The Tribunal found that Parramatta City Council was significantly differentiated from other large metropolitan councils on the basis of its secondary CBD status as recognised by the State Government. On this basis a new category of Major CBD was proposed for Parramatta City Council.
22. Prior to seeking the views of Local Government NSW (LGNSW) and councils the Tribunal's preliminary view was that most of the existing categories should be retained but there

Local Government Remuneration Tribunal

should also be some new categories to reflect the evolving shape of local government in NSW. The proposed model was as follows:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Major
- Metropolitan Centre
- Metropolitan

Regional

- Regional City
- Regional Strategic Centre
- Regional Rural
- Rural

23. To test this model the Tribunal wrote to all mayors in November 2016 advising of the commencement of the 2017 Annual Review. In doing so the Tribunal advised councils of its intention to revise the existing categorisation model following examination of the list of existing and new councils. To assist councils in making their submissions the Tribunal outlined its preliminary thinking on a proposed model for metropolitan and non-metropolitan councils as follows:

“Metropolitan

Five metropolitan categories are proposed. The existing Principal City category is proposed to be retained for Sydney City Council and renamed Principal CBD. Major City is proposed to be abolished and a new category created for Parramatta City Council. The Tribunal’s preliminary thinking is that this category will be titled Major CBD. The existing Metropolitan Major, Metropolitan Centre and Metropolitan categories will be retained for the new and remaining existing councils.....

Non-metropolitan

Four non-metropolitan categories are proposed. A new Regional City category will be created for Newcastle and Wollongong City Councils. A new Regional Strategic Centre category will be created for Central Coast and Lake

Local Government Remuneration Tribunal

Macquarie Councils. The existing Regional Rural and Rural categories will be retained for other new and remaining councils.....

County Councils

The Tribunal does not intend to make any change to the categorisation of county councils and will retain the existing categories of Water and Other."

24. The Tribunal also outlined its approach to the criteria for categorising councils into the proposed metropolitan and non-metropolitan categories as follows:

"The Tribunal's 2009 annual determination outlines the characteristics for the existing categories. At this stage the Tribunal intends to adopt a similar approach and will determine descriptors for the proposed categories for the purposes of classifying councils into the categories. Population is likely to remain a determining factor for differentiating categories of councils. The Tribunal will also have regard to the matters prescribed in section 240 of the LG Act."

25. The Tribunal invited submissions on the proposed categorisation model, criteria for the allocation of councils into the categories, fees for the proposed categories and any other matters.
26. The Tribunal also wrote to the President of LGNSW in similar terms, and subsequently met with the President and Chief Executive of LGNSW. The Tribunal wishes to place on record its appreciation to the President and Chief Executive for meeting with the Tribunal.

Submissions received - categorisation

27. In response to this review the Tribunal received 28 submissions from individual councils and a submission from LGNSW. A summary of the key points is below.

Categorisation

28. Approximately half of the submissions (46 per cent) supported the proposed categories with no variation or supported the proposed categories with variations to titles or the number of categories. The balance of the submissions (54 per cent) did not express a view in respect to the proposed categorisation model.

Local Government Remuneration Tribunal

29. In respect to variations put forward in submissions, the LGNSW requested that the proposed “Major CBD” and “Metropolitan Major” be merged and called “Metropolitan Major” and an additional category be created called “Special/Interim”. The “Metropolitan Major” category would include councils with a population of at least 250,000 and/or that met other specified indicators that set them apart from other metropolitan councils. The “Special/Interim” category would apply on an interim basis to councils that demonstrate special attributes/circumstances that are out of the ordinary, for example high population growth.
30. Council submissions requested additional categories such as a “Metropolitan Growth Centre” or “Metropolitan Major – Growth Centre” for councils dealing with high growth; “Metropolitan Gateway” for councils that connect the regions to metropolitan areas; and “Peri-Urban” for councils that interface between urban and rural areas.

Criteria

31. A number of submissions referred to the criteria provided in section 240 of the LG Act, either noting or stating the criteria remain relevant (18 per cent) or suggesting that additional criteria to those provided in section 240 is required (50 per cent). Other submissions explained how their individual council performed against the section 240 criteria (29 per cent). The balance of the submissions did not express a view in respect to the criteria for categorisation (18 per cent).
32. The LGNSW suggested that the criteria need to be expanded to include a wider range of factors such as the level of disadvantage an area suffers, annual growth rate of an area (relative to population) and expenditure of an area.
33. Council submissions suggested additional criteria such as status as a NSW Evocity; the nature of a council’s business, for example some do not provide water and sewerage services; level of economic activity in a local government area; specific population thresholds; resident/councillor ratio and planning significance in terms of Government targets.
34. Councils were also asked to provide submissions on the matter of fees. Comments relating to fees are outlined in section 4.

Local Government Remuneration Tribunal

Findings - categorisation

35. The Tribunal is appreciative of the number of submissions received and the effort made in those submissions to comment on the proposed categorisation model and to provide further suggestions for consideration. Given the broad support the Tribunal will determine the categories as proposed with a number of minor variations which in part reflect the feedback received.
36. Since seeking the views of councils the Tribunal has reconsidered the titles of the former metropolitan categories being Metropolitan Major, Metropolitan Centre and Metropolitan. The Tribunal found that these titles did not adequately describe the characteristics of the councils in those groups or articulate the difference between them. The Tribunal has determined that the three categories will be retained but that they will be re-titled Metropolitan Large, Metropolitan Medium and Metropolitan Small. The primary determinant for categorisation into these groups will be population.
37. The Tribunal also considers that the title of Regional Strategic Centre is more appropriately titled Regional Strategic Area. The two councils to be categorised into this group are local government areas which represent a large number of townships and communities of varying scale.
38. The revised model which will form the basis of this determination is as follows:

Metropolitan

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

Non-metropolitan

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

39. The criteria for each of the categories are outlined below. As with the previous categories the predominant factor to guide categorisation is population. Other common features of councils within those categories are also broadly described. These criteria

Local Government Remuneration Tribunal

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.

40. There is no significant change to the categorisation of county councils. A proclamation was published in the NSW Government Gazette No 52 of 22 June 2016 dissolving the Richmond River County Council and Far North Coast and the transferring their functions and operations to Rous County Council with effect 1 July 2016. County councils continue to be categorised on the basis of whether they undertake water and/or sewerage functions or administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the *Noxious Weeds Act 1993*.

Criteria for categories

The following criteria will apply to each of the 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.

Local Government Remuneration Tribunal

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 an 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 has 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.

Metropolitan Large

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

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.

Local Government Remuneration Tribunal

Metropolitan Medium

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

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 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.

Regional City

Councils categorised as Regional City will typically have a population above 150,000. These councils are metropolitan in nature with major residential, commercial and industrial areas. These Councils typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development.

These councils provide a full range of higher order services and activities along with arts, culture, recreation and entertainment facilities to service the wider community and broader region. These councils typically also contain ventures which have a broader State and national focus which impact upon the operations of the council.

Newcastle City Council and Wollongong City Councils are categorised as Regional City.

Local Government Remuneration Tribunal

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Rural category on the basis of their significant population. Councils categorised as Regional Strategic Area will typically have a population above 200,000. These councils contain a mix of urban and rural settlements. They provide a range of services and activities including business, office and retail uses, along with arts, culture, recreation and entertainment facilities to service the wider community. These councils host tertiary education campuses and health facilities.

While councils categorised as Regional Strategic Area may have populations which exceed those of Regional City, they would not typically provide the same range of regional services or have an equivalent sphere of economic influence.

Central Coast Council and Lake Macquarie Council are categorised as Regional Strategic Area.

Regional Rural

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

Other features which distinguish them from other non-metropolitan councils include:

- a major town or towns with the largest commercial component of any location in the surrounding area
- a significant urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages or may be located on or close to the coast with high levels of population and tourist facilities
- provide a full range of higher-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- regional services to the wider community through principal referral hospitals, tertiary education services and major regional airports
- these councils may also attract large visitor numbers to established tourism ventures.

Rural

Councils categorised as Rural will typically have a population below 20,000.

Other features which distinguish them from other non-metropolitan councils include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- 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 *Noxious Weeds Act 1993*.

Local Government Remuneration Tribunal

41. These criteria will be included in future determinations as an appendix to ensure they are readily accessible.

Allocation of council into categories

42. 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 the determination under section 6.
43. In determining the allocation of councils into these categories the Tribunal found that that there were certain councils that could warrant categorisation into another category based on additional criteria. The Tribunal notes that a number of metropolitan and non-metropolitan councils have or are expected to experience significant development and population growth in the future. A number of these local government areas have been identified in the State Government's key planning strategies and include Camden and The Hills councils. The Tribunal acknowledges the additional responsibilities these and other councils may face now and in the future, however for the initial categorisation these councils have been categorised primarily on the basis of their population. The Tribunal will continue to monitor these and other councils to determine the appropriateness of the allocation of councils and the categorisation model for future determinations.

Section 4 Fees

Scope of review

44. 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.
45. 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 (the Regulation). The effect of the Regulation is that public sector wages cannot increase by

Local Government Remuneration Tribunal

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.

46. The LG Act was amended in July 2016 to insert sub-clauses (3) and (4) into section 242A to clarify the intent of the impact of the government's wages policy on a determination which may change the category of a council as follows:

242A Tribunal to give effect to declared government policy on remuneration for public sector staff

(1) In making a determination, the Remuneration Tribunal is 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 when making or varying awards or orders relating to the conditions of employment of public sector employees.

(2) The policies referred to in subsection (1) do not include any policy that provides for increases in remuneration based on employee-related savings.

(3) This section does not apply to a determination by the Remuneration Tribunal that changes the category of a council or mayoral office (whether or not the effect of the change is to increase the range of amounts payable to the councillors and mayor of a council).

(4) To avoid doubt, this section extends to a determination of the minimum and maximum amounts payable for a category in existence when the determination is made.

47. Those amendments make clear that the minimum and maximum fees applicable to the existing categories cannot be increased by more than 2.5 per cent. 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. These changes provided the Tribunal with greater flexibility in reviewing fees for existing and new councils.

Submissions received - Fees

48. A number of submissions supported an increase in fees either by no less than 2.5 per cent or by an unspecified amount (25 per cent of responses). Several submissions suggested an alternative fee model (11 per cent) or made other general comments (29 per cent). The balance of submissions did not express a view in respect to fees (36 per cent).

Local Government Remuneration Tribunal

49. The LGNSW submitted that the Tribunal must increase fees by no less than 2.5 per cent being of the view that fees have already fallen behind comparable roles. Also, that the fee structure fails to recognise the work of councillors and is often inadequate to attract and retain people with the necessary skills and expertise. The LGNSW also made reference to the changes to the LG Act that have expanded the role of the governing body (section 223) and mayors and councillors (sections 226 and 232). These points were also put forward in several council submissions along with requests that fees account for additional duties performed as members of a joint organisation.
50. In respect to alternative fee models several councils requested the Tribunal to consider a fee model similar to those applying to local governments in Victoria or Queensland; that fees are calculated as a percentage of the salary payable to members of the NSW Parliament; or that fees be benchmarked against the remuneration for the Principal CBD category.

Findings - Fees

51. The Tribunal is required to have regard to the Government's wages policy when determining the increase to apply to the maximum and minimum fees that apply to councillors and mayors. The public sector wages policy currently provides for a cap on increases of 2.5 per cent.
52. The Tribunal has reviewed the key economic indicators, including the Consumer Price Index and Wage Price Index, and had regard to budgetary limitations imposed by the Government's policy of rate pegging, and finds that the full increase of 2.5 per cent is warranted. The 2.5 per cent increase will apply to the minimum and the maximum of the ranges for all existing categories.
53. The new categories have their remuneration ranges determined for the first time in this determination. As an initial determination the ranges for the new categories are not subject to the wages policy, however any future increase will be impacted in accordance with section 242A(4) of the LG Act.
54. The minimum and maximum fees for the new categories have been determined having regard to the relativities that exist between the existing groups.
55. For the category of Major CBD the maximum councillor fee is set at approximately 85 per cent of maximum councillor fee for Principal CBD. The maximum mayoral fee is set at

Local Government Remuneration Tribunal

approximately 50 per cent of the maximum mayoral fee for Principal CBD. The minimum fees for both councillors and mayors are set at the same as that determined for the Metropolitan Large.

56. For the category of Regional City the maximum councillor fee is set at approximately 80 per cent of maximum councillor fee for Principal CBD. The maximum mayoral fee is set at approximately 45 per cent of the maximum mayoral fee for Principal CBD. The minimum fees for both councillors and mayors are set at the same as that determined for the Regional Strategic Area.
57. The minimum and maximum fees payable to the category of Regional Strategic Area will be the same as those payable to Metropolitan Large.

Impact of fee increase and new categories

58. The majority of councils will receive an increase of 2.5 per cent only.
59. Six councils will be eligible for increases of more than 2.5 per cent as those councils have been categorised into a higher or new category on the basis of the revised criteria.
60. The twenty new councils have been placed in one of the existing or new categories. These twenty councils replaced forty-four former councils. The scale of the new councils means that the majority of these new councils will be eligible for fees that are higher than those paid to the former entities. However, the significant reduction in the number of councils from 152 to 128 has resulted in an estimated maximum saving on the overall cost of councillor fees in NSW of approximately \$2.5M.

Section 5 Other matters

Fees for Deputy Mayors

61. Several council submissions requested that the Tribunal review the remuneration payable to Deputy Mayors (14 per cent). It was suggested that the remuneration be increased to reflect the additional duties undertaken or that elected deputy mayors receive an allowance based on a percentage of the councillor fee.
62. Councils have raised the matter of separate fees for Deputy Mayors on previous occasions and the Tribunal notes that it has previously determined that there is no provision in the

Local Government Remuneration Tribunal

LG Act to empower the Tribunal to determine a separate fee or fee increase for Deputy Mayors. The method for determining separate fees, if any, for a Deputy Mayor are provided in section 249 of the LG Act as follows:

249 Fixing and payment of annual fees for the mayor

- (1) *A council must pay the mayor an annual fee.*
- (2) *The annual fee must be paid in addition to the fee paid to the mayor as a councillor.*
- (3) *A council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.*
- (4) *A council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.*
- (5) *A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor's annual fee."*

Conclusion

63. The Tribunal's determinations have been made with the assistance of the two Assessors - Mr Ian Reynolds 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, is outlined in Determination No. 2.

64. On 14 February 2017, the Government announced that the proposed formation of a further five new councils in Sydney would proceed, subject to the outcome of court proceedings.

65. The Tribunal may need to consider the categorisation of further new councils following the conclusion of legal action. Should this occur prior to the making of the 2018 determination the Minister may direct the Tribunal to make a special determination(s) in accordance with section 242 of the LG Act.

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 12 April 2017

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 2017

Table 1: General Purpose Councils - Metropolitan

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

Local Government Remuneration Tribunal**Table 2: General Purpose Councils – Non-Metropolitan**

| Regional City (2) | | Regional Strategic Area (2) | |
|-------------------|--|-----------------------------|--|
| Newcastle | | Central Coast | |
| Wollongong | | Lake Macquarie | |

| Regional Rural (37) | | Rural (57) | |
|-------------------------|--|----------------------|------------------|
| Albury | | Balranald | Kyogle |
| Armidale | | Bellingen | Lachlan |
| Ballina | | Berrigan | Leeton |
| Bathurst | | Bland | Liverpool Plains |
| Bega | | Blayney | Lockhart |
| Blue Mountains | | Bogan | Moree Plains |
| Broken Hill | | Bourke | Murray River |
| Byron | | Brewarrina | Murrumbidgee |
| Cessnock | | Cabonne | Muswellbrook |
| Clarence Valley | | Carrathool | Nambucca |
| Coffs Harbour | | Central Darling | Narrabri |
| Dubbo | | Cobar | Narrandera |
| Eurobodalla | | Coolamon | Narromine |
| Goulburn Mulwaree | | Coonamble | Oberon |
| Griffith | | Cootamundra-Gundagai | Parkes |
| Hawkesbury | | Cowra | Snowy Valleys |
| Kempsey | | Dungog | Temora |
| Kiama | | Edward River | Tenterfield |
| Lismore | | Federation | Upper Hunter |
| Lithgow | | Forbes | Upper Lachlan |
| Maitland | | Gilgandra | Uralla |
| Mid-Coast | | Glen Innes Severn | Walcha |
| Mid-Western | | Greater Hume | Walgett |
| Orange | | Gunnedah | Warren |
| Port Macquarie-Hastings | | Gwydir | Warrumbungle |
| Port Stephens | | Hay | Weddin |
| Queanbeyan-Palerang | | Hilltops | Wentworth |
| Richmond Valley | | Inverell | Yass |
| Shellharbour | | June | |
| Shoalhaven | | | |
| Singleton | | | |
| Snowy Monaro | | | |
| Tamworth | | | |
| Tweed | | | |
| Wagga Wagga | | | |
| Wingecarribee | | | |
| Wollondilly | | | |

Local Government Remuneration Tribunal**Table 3: County Councils**

| Water (5) |
|--------------------|
| Central Tablelands |
| Goldenfields Water |
| Mid-Coast |
| Riverina Water |
| Rous |

| Other (7) |
|------------------------|
| Castlereagh-Macquarie |
| Central Murray |
| Hawkesbury River |
| New England Tablelands |
| Southern Slopes |
| Upper Hunter |
| Upper Macquarie |

Local Government Remuneration Tribunal

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 2017 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 | 26,310 | 38,580 | 160,960 | 211,790 |
| | Major CBD | 17,540 | 32,500 | 37,270 | 105,000 |
| | Metropolitan Large | 17,540 | 28,950 | 37,270 | 84,330 |
| | Metropolitan Medium | 13,150 | 24,550 | 27,940 | 65,230 |
| | Metropolitan Small | 8,750 | 19,310 | 18,630 | 42,120 |
| General Purpose Councils – Non-metropolitan | Regional City | 17,540 | 30,500 | 37,270 | 95,000 |
| | Regional Strategic Area | 17,540 | 28,950 | 37,270 | 84,330 |
| | Regional Rural | 8,750 | 19,310 | 18,630 | 42,120 |
| | Rural | 8,750 | 11,570 | 9,310 | 25,250 |
| County Councils | Water | 1,740 | 9,650 | 3,730 | 15,850 |
| | Other | 1,740 | 5,770 | 3,730 | 10,530 |

*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: 12 April 2017

General Manager - 18 May 2017

ITEM 12.3 **Crookwell 2 and 3 Windfarms - Voluntary Planning Agreement**

FILE REFERENCE I17/256

AUTHOR **General Manager**

ISSUE

Union Fenosa has requested Councils endorsement of the draft Crookwell 2 and 3 Windfarm Voluntary Planning Agreement.

RECOMMENDATION That -

1. Council places on public exhibition the draft Crookwell 2 and 3 Windfarm Voluntary Planning Agreement, allowing a period of 28 days to seek public comment / submissions.

BACKGROUND

At the Council Meeting held on 20 June 2013 Council resolved under resolution no. 190/13 "that Council provide in-principle support to the proposed Voluntary Planning Agreement for Crookwell 2 and proposed Crookwell 3 wind farms as outlined in Union Fenosa's letter dated the 3 June 2013".

REPORT

Following numerous meetings over several years, Council has now received a final copy of the Crookwell 2 and 3 Windfarm Voluntary Planning Agreement document from Union Fenosa.

A copy of the document is attached for Councillors information.

It is proposed that the draft Crookwell 2 and 3 Windfarm Voluntary Planning Agreement document be placed on public exhibition for a minimum period of 28 days, following which, a report will be placed before Council for final endorsement.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council places on public exhibition the draft Crookwell 2 and 3 Windfarm Voluntary Planning Agreement, allowing a period of 28 days to seek public comment / submissions.

ATTACHMENTS

| | | |
|----------------------|---|------------|
| 1. ↓ | Global Power Generation - Revised Voluntary Planning Agreement between Crookwell Development Pty Ltd and Upper Lachlan Shire Council from Crookwell 2 & 3 Wind Farm | Attachment |
|----------------------|---|------------|



Canberra, 8th May 2017

Ms Tina Dodson
The Upper Lachlan Shire Council
44 Spring Street
Crookwell NSW 2583

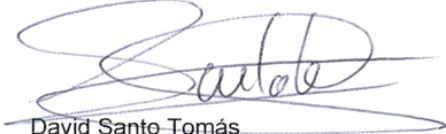
| |
|-----------------------------|
| UPPER LACHLAN SHIRE COUNCIL |
| CROOKWELL OFFICE |
| 9 MAY 2017 |
| File No: |

Dear Tina,

We now send revised Voluntary Planning Agreement between Crookwell Development Pty Ltd and Upper Lachlan Shire Council for the Crookwell 2 and 3 Wind Farm projects (in duplicated), duly signed by the company Directors.

Please have it signed by the Authorised Officer and a signed copy be returned to us.

Kind Regards,


David Santo-Tomás
Project Director

Crookwell 2 & 3 Wind Farms

Planning Agreement

The Upper Lachlan Shire Council

Crookwell Development Pty Ltd

Contents

Table of contents

| | | |
|-----------|---|-----------|
| 1 | Definitions and interpretation | 2 |
| 1.1 | Definitions | 2 |
| 1.2 | Interpretation..... | 5 |
| 2 | Planning Agreement | 6 |
| 3 | Application of this deed | 6 |
| 4 | Operation of this deed | 6 |
| 5 | Payment of the Monetary Contribution | 6 |
| 5.1 | The Monetary Contribution | 6 |
| 5.2 | General | 7 |
| 6 | Community Enhancement Fund | 7 |
| 6.1 | Establishment of the Community Enhancement Fund | 7 |
| 6.2 | The Committee | 7 |
| 6.3 | Call for Funding Applications | 8 |
| 6.4 | Notification to Company..... | 8 |
| 6.5 | Allocation of Funds | 8 |
| 6.6 | Public Recognition | 8 |
| 6.7 | Auditing | 9 |
| 7 | No Registration | 9 |
| 8 | Disposal by the Company of its interest in the Development | 9 |
| 9 | No fetter | 9 |
| 10 | Dispute Resolution | 9 |
| 10.1 | Notice of Dispute..... | 9 |
| 10.2 | Response to Notice..... | 9 |
| 10.3 | Negotiation..... | 10 |
| 10.4 | Further Notice if not Settled | 10 |
| 10.5 | Mediation | 10 |
| 10.6 | Litigation..... | 11 |
| 10.7 | Exchange of information | 11 |
| 10.8 | Continue to Perform obligations | 11 |
| 11 | GST | 11 |
| 11.1 | Interpretation..... | 11 |
| 11.2 | Reimbursements..... | 11 |
| 11.3 | Additional amount of GST payable..... | 11 |
| 11.4 | Variation | 12 |
| 12 | General | 12 |
| 12.1 | Costs..... | 12 |
| 12.2 | Notices | 12 |
| 12.3 | Waiver..... | 13 |

| | | |
|-------|---|-----------|
| 12.4 | Governing Law..... | 13 |
| 12.5 | Prior Agreements Superseded | 13 |
| 12.6 | Modification of Deed | 13 |
| 12.7 | Representations and Warranties | 13 |
| 12.8 | Severability | 13 |
| 12.9 | Confidentiality, Media Releases and Enquiries | 13 |
| 12.10 | Counterparts | 14 |
| 12.11 | No Fiduciary Relationship..... | 14 |
| 12.12 | Further Acts | 14 |
| 12.13 | Enforcement..... | 14 |
| | Notice Details | 15 |

Planning Agreement

Date

| | |
|--|--|
| Between the parties | |
| | The Upper Lachlan Shire Council ABN 81 011 241 552 of 44 Spring Street, Crookwell, NSW 2583 (Council) |
| | Crookwell Development Pty Ltd ABN 53 106 800 840 of Suite 4, Level 3, 24 Marcus Clarke Street Canberra, ACT 2600 (Company) |
| Recitals | <ol style="list-style-type: none"> 1 The Crookwell 2 Development Consent was granted in relation to the Crookwell 2 Wind Farm on 10 June 2005. The Company is entitled to act on the Crookwell 2 Development Consent. 2 The Company has lodged: <ul style="list-style-type: none"> • the Crookwell 2 Modification Application; and • the Crookwell 3 Development Application. 3 The Company has voluntarily agreed to pay Monetary Contributions in relation to the Crookwell 2 Wind Farm and the Crookwell 3 Wind Farm to the Council's Community Enhancement Fund on the terms of this deed. 4 The Council agrees to be the custodian of the Monetary Contributions paid by the Company to the Community Enhancement Fund and to distribute and expend the funds in the Community Enhancement Fund in accordance with this deed. 5 The Monetary Contributions paid by the Company to the Community Enhancement Fund in accordance with this deed are in separate from, and in addition to, the amounts to be paid by the Company under the 'Neighbour Benefit Sharing Agreements' which the Company has entered into with a number of owners of dwellings located in the vicinity of the Development Land. |
| This deed witnesses as follows: | |

1 Definitions and interpretation

1.1 Definitions

The meanings of the terms used in this deed are set out below.

| Term | Meaning |
|--|---|
| Approved Local Projects | each Local Project approved for funding from the Community Enhancement Fund in accordance with this deed. |
| Auditor | an appropriately qualified auditor appointed by the Council. |
| Committee | the committee established to administer the Community Enhancement Fund in accordance with the DCP comprising: <ul style="list-style-type: none"> • the Mayor or Councillor Delegate; • the General Manager or delegate of the Council; • 2 community representatives who do not own any of the Development Land; and • a representative appointed by the Company. |
| Contribution Year | means every 12 month period from 1 July in each year. |
| Community Enhancement Fund | the fund to be established by the Council and administered in accordance with this deed. |
| Costs | includes costs, charges and expenses, including those incurred in connection with advisers. The cost of administering the Community Enhancement Fund shall be paid to Council out of the Monetary Contribution on an as needed basis and shall be no more than \$5,000.00 per annum, indexed to CPI over the life of the project. |
| Crookwell 2 Development Consent | development consent no. DA-176-8-2004-i granted by the Minister for Infrastructure and Planning under Part 4 of the EP&A Act on 10 June 2005, as modified from time to time. |
| Crookwell 2 Land | <ul style="list-style-type: none"> • the land contained in the following property titles: |

| Term | Meaning |
|---|---|
| | <ol style="list-style-type: none"> 1 Lots 1, 2, 3 DP 1201348; 2 Lot 18 DP 252214; 3 Lot 2 DP 865814; 4 Lots 91 and 140, DP 750042; 5 Lot 41 DP 999621; 6 Lots 1, 2, 3 DP 1087717; 7 Lot 2 DP 1091383; 8 Lot 1 DP 965855; and 9 Right of Carriageway over Lot 18, DP 252214 Conveyance No. 622, Book 3377; and <ul style="list-style-type: none"> • all other land on which it is proposed that associated and ancillary infrastructure for the Crookwell 2 Wind Farm will be located as specified in the Crookwell 2 Development Consent. |
| Crookwell 2 Modification Application | <p>An application seeking to modify the Crookwell 2 Development Consent under section 75W of the EP&A Act so as to:</p> <ul style="list-style-type: none"> • reduce the number of wind turbines from 46 to 32; • increase the maximum turbine envelope including so as to result in a maximum blade tip height of 160 metres; and • as otherwise set out in the 'Crookwell 2 Wind Farm - Section 75W Modification Application - Environmental Assessment' dated September 2016, and any 'Response to Submissions Report' lodged in relation to that application. |
| Crookwell 2 Wind Farm | <p>the construction and operation of a wind energy facility to be known as the Crookwell 2 Wind Farm, on the Crookwell 2 Land as authorised by the Crookwell 2 Development Consent.</p> |
| Crookwell 3 Land | <ul style="list-style-type: none"> • the land contained in the following property titles: <ol style="list-style-type: none"> 1 Lots 1 and 2 DP 1074987; 2 Lot 1 DP 924832; 3 Lot 2 DP 1139846; 4 Lot 7011 DP 96802; 5 Lots 13 and 14 DP 784346 6 Lot 191 DP 750054; |

| Term | Meaning |
|--|---|
| | <p>7 Lots 290 and 326 DP 750052;</p> <p>8 Lot 3 DP 588100;</p> <p>9 Lot 8 DP 252214;</p> <p>10 Lot 1 DP 965855;</p> <p>11 Lot 2 DP 1087717;</p> <p>12 Lot 2 DP 1091383;</p> <p>13 Lot 7300 DP 1139548;</p> <p>14 Lot 257 DP 257478;</p> <p>15 Lots 9 and 12 DP 252214;</p> <p>16 Lot 256 DP 257478;</p> <p>17 Lot 7009 DP 96794;</p> <p>18 Lots 1 and 2 DP 604536; and</p> <ul style="list-style-type: none"> all other land on which it is proposed that associated and ancillary infrastructure for the Crookwell 3 Wind Farm will be located as specified in any Crookwell 3 Development Consent. |
| Crookwell 3 Wind Farm | the construction and operation of a wind energy facility, with a maximum of 23 wind turbines, to be known as the Crookwell 3 Wind Farm, on the Crookwell 3 Land as authorised by any Crookwell 3 Development Consent. |
| Crookwell 3 Development Application | application SSD 6695, MP 10_0034 seeking development consent for the Crookwell 3 Wind Farm as State significant development under Division 4.1 of Part 4 of the EP&A Act. |
| Crookwell 3 Development Consent | any development consent granted in relation to the Crookwell 3 Development Application under Division 4.1 of Part 4 of the EP&A Act for the Crookwell 3 Wind Farm, as modified from time to time. |
| Development | the Crookwell 2 Wind Farm and the Crookwell 3 Wind Farm. |
| Development Land | the Crookwell 2 Land and the Crookwell 3 Land. |
| DCP | the <i>Upper Lachlan Development Control Plan 2010</i> as amended from time to time. |

| Term | Meaning |
|------------------------------|---|
| EP&A Act | the <i>Environmental Planning and Assessment Act 1979 (NSW)</i> as amended from time to time. |
| Index Number | the Consumer Price Index for Sydney (All Groups) number or equivalent index published from time to time by the Australian Bureau of Statistics. |
| Local Projects | any projects proposed to be carried out within the Upper Lachlan Shire Council local government area and located within 25km of the Development which are aimed at: <ol style="list-style-type: none"> 1 enhancing any aspect of the local environment including, but not limited to, ameliorating any impacts from the Development; or 2 providing any community service or facility or benefit. |
| Mediator | a person appointed as mediator under clause 10.5 of this deed. |
| Monetary Contribution | the amount of \$2,500.00 per Operating Turbine as adjusted in accordance with clause 5.1(b) of this deed. |
| Operating Turbine | each wind turbine constructed and commissioned as part of the Development which generates electricity into the transmission network during any part of the relevant Contribution Year. |

1.2 Interpretation

- (a) Clause headings are for convenience only and will be ignored in the interpretation of this deed.
- (b) References to a party include the successors and permitted assigns of that party.
- (c) Words importing the singular include the plural and words importing the plural include the singular.
- (d) Words importing a person include a corporation, firm or body corporate.
- (e) Nothing contained in this deed will be deemed or construed as creating the relationship of partnership.
- (f) References to a month mean a calendar month and a reference to a year means a calendar year.

- (g) References to any document include any permitted amendment, supplement to or replacement or novation of the document.
- (h) References to any legislation or to any section or provision of any legislation includes any:
 - (1) statutory modification or re-enactment of or any statutory provision substituted for that legislation, section or provision; or
 - (2) ordinances, by-laws, regulations and other statutory provision substituted for that legislation, section or provision.
- (i) Other grammatical forms of defined words or expressions have corresponding meanings.
- (j) 'Including' and similar expressions are not words of limitation.

2 Planning Agreement

The parties agree that this deed is a planning agreement governed by Subdivision 2 of Division 6 of Part 4 of the EP&A Act.

3 Application of this deed

This deed applies to:

- (a) the Crookwell 2 Modification Application; and
- (b) the Crookwell 3 Development Application.

4 Operation of this deed

The parties agree that this deed will not operate or bind the parties unless and until each of the following occurs:

- (a) the Crookwell 2 Modification Application is approved;
- (b) the Crookwell 3 Development Consent is granted;

5 Payment of the Monetary Contribution

5.1 The Monetary Contribution

- (a) The Company must pay to the Council the Monetary Contribution in arrears on 1 July of each year for each turbine which was an Operating Turbine during the preceding Contribution Year.
- (b) The parties agree that the Monetary Contribution will be reviewed on 1 July of each year, commencing at the June 2011 quarter, in accordance with the following formula:

$$MC = \frac{A \times B}{C}$$

Where:

MC = the Monetary Contribution payable for the following Contribution Year;

A = the Monetary Contribution payable during the Contribution Year just ended;

B = the Index Number last published before the end of the Contribution Year just ended; and

C = the Index Number last published before the commencement of the Contribution Year just ended.

- (c) The monetary contribution is a taxable supply for GST in accordance with Clause 11.

5.2 General

- (a) The obligation of the Company to pay any Monetary Contributions under this deed will cease on the date on which the last of the Operating Turbines is decommissioned.
- (b) The parties agree that the Monetary Contributions paid in accordance with this deed will have the public purpose of facilitating Approved Local Projects.
- (c) The Company agrees to pay interest on any overdue Monetary Contribution payable:
- (1) from the date on which the relevant Monetary Contribution is due for payment under this deed;
 - (2) until the date on which the relevant Monetary Contribution is paid,
- at the bank bill swap interest rate within Australia that is published by the Australian Financial Markets Association, during the relevant period when the Monetary Contribution is overdue.

6 Community Enhancement Fund

6.1 Establishment of the Community Enhancement Fund

- (a) The Council must hold and apply all Monetary Contributions paid by the Company under this deed in accordance with clause 5.2(b).
- (b) The Council must invest all Monetary Contributions paid by the Company under this deed in an interest bearing account held in the name of the Council for the purpose of the Community Enhancement Fund.

6.2 The Committee

- (a) The Council must establish the Committee on or before the date on which the first instalment of the Monetary Contributions is paid under this deed.
- (b) The Company must be represented by a company-nominated representative on the Committee.
- (c) The Council must procure that the role of the Committee includes:
- (1) to determine the form in which applications for funding for Local Projects from the Community Enhancement Fund are to be made;
 - (2) to recommend to the Council which applications for funding for Local Projects should be funded from the Community Enhancement Fund as required by clause 6.5(a); and
 - (3) to appoint the Auditor as required by clause 6.7(a).

6.3 Call for Funding Applications

During:

- (a) November to January in each year in which there are funds in the Community Enhancement Fund; or
- (b) any further period determined by the Committee,

the Council must publicly advertise in the Council's Voice newsletter (or any periodic Council publication which replaces the Voice newsletter) and in the local newspapers the availability of funds in the Community Enhancement Fund and call for applications to be made to the Committee, in the form required by the Committee, from the public, community groups and individuals for funding for Local Projects (**Funding Applications**).

6.4 Notification to Company

The Council must procure that the Committee:

- (a) notifies the Company of each application made for funding for Local Projects from the Community Enhancement Fund;
- (b) if requested by the Company, consult the Company in relation to applications made for funding for Local Projects from the Community Enhancement Fund; and
- (c) notifies the Company of each Local Project which is to be funded from the Community Enhancement Fund, including the amounts of any funding.

6.5 Allocation of Funds

- (a) The Council must procure that the Committee makes recommendations to the Council as to which of the Funding Applications the Committee recommends be funded from the Community Enhancement Fund.
- (b) The Council must:
 - (1) consider the funding recommendations of the Committee; and
 - (2) procure that full Council of Upper Lachlan Shire Council determines which Local Projects will be funded from the Community Enhancement Fund.
- (c) The Council must pay funds from the Community Enhancement Fund to each Approved Local Project.

6.6 Public Recognition

- (a) If requested by the Company, the Council must publicly acknowledge:
 - (1) the payment of the Monetary Contributions by the Company; and
 - (2) the Company's role in funding any Approved Local Projects via the Community Enhancement Fund.
- (b) The form of public acknowledgment required by clause 6.6(a) is to be agreed by the Council and the Company (acting reasonably) but may include:
 - (1) the inclusion of the Company's logo in any advertisement for Funding Applications or an announcement made in relation to the Approved Local Projects and funding determinations; and
 - (2) where appropriate for particular approved Local Projects, a permanent sign recognising that the Approved Local Project was funded by the Company via the Community Enhancement Fund.



6.7 Auditing

- (a) During each year in which there are funds in the Community Enhancement Fund, the Council must appoint an Auditor to reconcile:
 - (1) the Monetary Contributions paid by the Company under clause 5; and
 - (2) any payments made by the Council in accordance with clause 6.5, and identify any corrective payments required.
- (b) The Company and the Council must make any corrective payments identified by the Auditor as being necessary to reconcile the Community Enhancement Fund.
- (c) The costs of the Auditor will be paid out of the Community Enhancement Fund.

7 No Registration

The parties agree that this deed will not be registered on the Development Land pursuant to section 93H of the EP&A Act.

8 Disposal by the Company of its interest in the Development

- (a) Prior to the Company disposing of any part of its interest in the Development to any third party, the Company must procure entry by that third party into a deed with the Council and the Minister (as appropriate) on substantially the same terms and conditions as this deed.
- (b) Subject to the Company complying with its obligations under clause 8(a), the Council will release the Company from any further obligation under this deed on and from the date on which it ceases to have any interest in the Development.

9 No fetter

Nothing in this deed shall be construed as requiring the Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing shall be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

10 Dispute Resolution

10.1 Notice of Dispute

If a party claims that a dispute has arisen under this deed (**Claimant**), it must give written notice to the other party (**Respondent**) stating the matters in dispute and designating as its representative a person to negotiate the dispute (**Claim Notice**).

10.2 Response to Notice

Within 20 business days of receiving the Claim Notice, the Respondent must notify the Claimant of its representative to negotiate the dispute.

10.3 Negotiation

The nominated representatives must:

- (a) meet to discuss the matter in good faith within 10 business days after service by the Respondent of notice of its representative; and
- (b) use reasonable endeavours to settle or resolve the dispute within 15 business days after they have met.

10.4 Further Notice if not Settled

If the dispute is not resolved within 15 business days after the nominated representatives have met, either party may give to the other a written notice calling for determination of the dispute (**Dispute Notice**).

10.5 Mediation

The parties agree that a dispute shall be mediated if it is the subject of a Dispute Notice, in which case:

- (a) the parties must agree the terms of reference of the mediation within 5 business days of the receipt of the Dispute Notice (the terms shall include a requirement that the mediation rules of the Institute of Arbitrators and Mediators Australia (NSW Chapter) apply);
- (b) the appointment of a Mediator will be agreed between the parties, or failing agreement within 5 business days of receipt of the Dispute Notice, either party may request the President of the Institute of Arbitrators and Mediators Australia (NSW Chapter) apply to appoint a mediator;
- (c) the Mediator appointed pursuant to this clause 10.5 must:
 - (1) have reasonable qualifications and practical experience in the area of the dispute; and
 - (2) have no interest or duty which conflicts or may conflict with his function as mediator, he being required to fully disclose any such interest or duty before his appointment;
- (d) the Mediator shall be required to undertake to keep confidential all matters coming to his knowledge by reason of his appointment and performance of his duties;
- (e) the parties must within 5 business days of receipt of the Dispute Notice notify each other of their representatives who will be involved in the mediation;
- (f) the parties agree to be bound by any mediation settlement and may only initiate judicial proceedings in respect of a dispute which is the subject of a mediation settlement for the purpose of enforcing that mediation settlement;
- (g) in relation to costs and expenses:
 - (1) each party will bear their own professional and expert costs incurred in connection with the mediation;
 - (2) the costs of the Mediator will be shared equally by the parties unless the Mediator determines a party has engaged in vexatious or unconscionable behaviour in which case the Mediator may require the full costs of the mediation to be borne by that party.

10.6 Litigation

If the dispute is not finally resolved in accordance with clause 10.5, either party is at liberty to litigate the dispute.

10.7 Exchange of information

The parties acknowledge that the purpose of any exchange of information or documents or the making of any offer of settlement pursuant to this clause is to attempt to settle the dispute between the parties. No party may use any information or documents obtained through the dispute resolution process established by this clause 10 for any purpose other than an attempt to settle a dispute between the parties.

10.8 Continue to Perform obligations

Each party must continue to perform its obligations under this deed, notwithstanding the existence of a dispute.

11 GST

11.1 Interpretation

- (a) Except where the context suggests otherwise, terms used in this clause 11 have the meanings given to those terms by the *A New Tax System (Goods and Services Tax) Act 1999* (as amended from time to time).
- (b) In this clause 11:
 - (1) "**monetary consideration**" means any consideration expressed as an amount of money; and
 - (2) "**non taxable supply**" means a supply that is not a taxable supply.
- (c) Any part of a supply that is treated as a separate supply for GST purposes (including attributing GST payable to tax periods) will be treated as a separate supply for the purposes of this clause.
- (d) A reference to something done (including a supply made) by a party includes a reference to something done by any entity through which that party acts.

11.2 Reimbursements

Any payment or reimbursement required to be made under this deed that is calculated by reference to a cost, expense, or other amount paid or incurred will be limited to the total cost, expense or amount less the amount of any input tax credit to which an entity is entitled for the acquisition to which the cost, expense or amount relates.

11.3 Additional amount of GST payable

If GST becomes payable on any supply made by a party ("**Supplier**") under or in connection with this deed:

- (a) any amount payable or consideration to be provided under any provision of this deed (other than this clause), for that supply is exclusive of GST;
- (b) any party ("**Recipient**") that is required to provide consideration to the Supplier for that supply must pay an additional amount to the Supplier equal to the



amount of the GST payable on that supply ("**GST Amount**") at the same time as any other consideration is to be first provided for that supply; and

- (c) the Supplier must provide a tax invoice to the Recipient for that supply, no later than the time at which the GST Amount for that supply is to be paid in accordance with this clause.

11.4 Variation

- (a) If the GST Amount properly payable in relation to a supply (as determined in accordance with clause 11.3), varies from the additional amount paid by the Recipient under clause 11.3, then the Supplier will provide a corresponding refund or credit to, or will be entitled to receive the amount of that variation from, the Recipient.
- (b) The Supplier must issue an adjustment note to the Recipient in respect of any adjustment event occurring in relation to a supply made under or in connection with this deed as soon as reasonably practicable after the Supplier becomes aware of the adjustment event.

12 General

12.1 Costs

Except to the extent otherwise expressly set out in this Deed, the parties agree to meet their own Costs in connection with:

- (a) the negotiation, preparation and execution of this deed;
- (b) performing its obligations under this deed; and
- (c) the advertising and exhibiting of this planning agreement in accordance with the EP&A Act.

12.2 Notices

- (a) A party notifying or giving notice under this deed must do so in writing addressed to that party in accordance with the details nominated in Schedule 1 (or any alternative details nominated to the sending party by notice). Where a notice is sent by email, a copy must also sent by registered post to the relevant address.
- (b) A notice given in accordance with clause 12.2(a) will be deemed to have been given and received:
 - (1) if delivered by hand, on receipt;
 - (2) if posted via registered post, three business days after posting;
 - (3) if delivered by email, when the email (including any attachment) comes to the attention of the recipient party or a person acting on its behalf; and
 - (4) any notice received after 5.00 pm or on a day not a business day shall be deemed to have been received at 9.00 am on the next business day.

12.3 Waiver

- (a) The fact that a party fails to do, or delays in doing, something the party is entitled to do under this deed, does not amount to a waiver of any obligation of, or a breach of obligation by, another party;
- (b) A waiver by a party is only effective if it is in writing and signed by the party against whom the waiver is claimed;
- (c) A written waiver by a party is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

12.4 Governing Law

This deed is governed by New South Wales law and each party irrevocably submits to the exclusive jurisdiction of courts exercising jurisdiction in New South Wales and courts of appeal from them in respect of any proceedings arising out of or in connection with this deed.

12.5 Prior Agreements Superseded

This deed:

- (a) wholly replaces and excludes all prior agreements, correspondence, negotiations, representations, explanations and statements between the parties covering or in connection with the matters covered by this deed; and
- (b) is the entire agreement between the parties in respect of the matters covered by this deed.

12.6 Modification of Deed

No modification or alteration of any provision of this deed will be valid unless it is in writing and signed by all parties to this deed.

12.7 Representations and Warranties

The parties represent and warrant that they have power to enter into this deed and comply with their obligations under the deed and that entry into this deed will not result in the breach of any law.

12.8 Severability

- (a) If any provision of this deed is invalid under the law of any jurisdiction the provision is enforceable in that jurisdiction to the extent that it is not invalid, whether it is in severable terms or not.
- (b) Clause 12.8(a) does not apply where the provision to be severed would materially adversely affect the nature or extent of a parties obligations under this deed.

12.9 Confidentiality, Media Releases and Enquiries

- (a) The parties agree that the terms of this executed deed are not confidential and this deed may be treated as a public document and exhibited or reported without restriction by any party.

- (b) If requested by a party, the other party must not issue, publish or authorise any media release or advertisement concerning this deed, without obtaining the other party's prior written approval (which approval may not be unreasonably withheld).

12.10 Counterparts

This deed may be executed in any number of counterparts that together will constitute one instrument. A party may execute this deed by signing any counterpart.

12.11 No Fiduciary Relationship

Nothing in this deed will be construed or interpreted as constituting the relationship between the parties as that of a partnership, joint venture or any form of fiduciary relationship.

12.12 Further Acts

Each party must promptly execute all documents and do all things reasonably required to effect, perfect or complete this deed and all transactions incidental to it.

12.13 Enforcement

Subject to compliance with clause 10, this deed may be enforced by any party in any court of competent jurisdiction.

Schedule 1

Notice Details

The Upper Lachlan Shire Council

Address 44 Spring Street, Crookwell NSW 2583
Attention General Manager – John Bell
Email jbell@upperlachlan.nsw.gov.au

Crookwell Development Pty Ltd

Address Suite 4, Level 3, 24 Marcus Clarke Street Canberra, ACT, 2600
Attention Project Director - David Santo Tomas Menocal
Email info@unionfenosa.com.au



Executed as a deed

Signed sealed and delivered for
The Upper Lachlan Shire Council

sign here ► _____
Authorised Officer

print name _____

in the presence of

sign here ► _____
Witness

print name _____

(Date)

Signed sealed and delivered for
Crookwell Development Pty Ltd
pursuant to s 127 of the Corporations Act 2001 (Cth) by

sign here ► _____
Director

print name DAVID SANTI TOMAS

sign here ► _____
Director

print name GUILLERMO ALONSO

8/05/2017 (Date)



General Manager - 18 May 2017

ITEM 12.4 **Meeting with NSW Regional Infrastructure Coordinator**

FILE REFERENCE **I17/262**

AUTHOR **General Manager**

ISSUE

Providing details regarding a meeting held with the NSW Regional Infrastructure, Coordinator and the Executive Officer in Sydney on Monday, 24 April 2017.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

On Monday, 24 April 2017 the Mayor, General Manager and the Director of Works and Operations met with Ken Gillespie (Regional Infrastructure Coordinator) and Don Murray (Executive Officer) in Sydney to discuss infrastructure projects in Regional NSW.

REPORT

Upper Lachlan Shire Council's representatives noted that Council recognised the requisite for governments at all levels in Australia to co-operate to address deficiencies in infrastructure of all types. Some infrastructure issues that Upper Lachlan Shire discussed included:

- i) Tourism and Recreation Based Infrastructure Projects:
 - a. Access to State Recreation Areas and National Parks (Main Road 258) Wombeyan Caves Road KCR – This facility is located at the end of 24.4kms of very winding road. Only 6.9kms of the total is sealed (which is in very poor condition). Council's estimate to bring the entire route up to a satisfactory condition is \$32.5M. The estimate to seal the unsealed part of the route is \$14.25M.
 - b. Access to Grabine State Recreation Area - This facility is located at the end of 20km of unsealed road. The NSW Government has been very generous in supplying a special grant to cover some of the work (which Upper Lachlan Shire Council has matched on a 1:1 basis). Approximately 4kms of road has been sealed already with approximately another 4kms will be sealed using the currently negotiated grant funds. To seal the road completely would cost an estimated additional \$7M.

Both of these facilities have access problems associated with them as each attracts some 30,000 visitors each year. Management of both facilities see benefits in increasing visitation by up to 50% in the short term (they also consider that the access roads are the largest restricting factor in increasing visitation to each operation. Whilst the increases in visitation will create more employment and stimulate business in Upper Lachlan Shire, the increased traffic will significantly increase the maintenance required to protect the safety of motorists using these roads. Most of the maintenance work carried out on these roads is limited by budgetary constraints and is not carried out unnecessarily. Upper Lachlan Shire Council is also left with an unfair cost burden as neither of these facilities are required to pay rates to the Council.

ii) General Access and Freight Routes

The Dalton Rye Park Road (Main Road 241) – This road is being used more by livestock haulage vehicles carrying livestock to the new Yass Livestock Exchange. There is a significant amount of lighter vehicle traffic using the Rye Park end of the road as a “short cut” between Boorowa, Yass and Canberra. Also, the developers of the proposed Rye Park Wind Farm will have a condition in their development consent requiring them to seal approximately 9kms of the road leaving approximately 12kms to be sealed. Upper Lachlan Shire Council has utilised a key performance indicator which indicates that all Regional Road and access roads to major tourist destinations within the Shire should be sealed.

The roads mentioned above are mentioned in the Infrastructure Matrices for both the CENTROC Joint Organisation of Councils and the Canberra Region Joint Organisation of Councils.

- iii) Impediments to Infrastructure Delivery - most infrastructure projects require approvals from environmental agencies such as fisheries and heritage groups. Whilst no councils wish to see projects proceed without checks and balances there is an obvious need for more streamlining of the processes involved in obtaining these approvals. Further, most agencies have systems that require approval from another agency as a prerequisite condition which prevent approvals being considered concurrently.
- iv) Longer term efficiency measures - most councils could improve efficiency measures if some “seed funding” was provided to enable the later stages of development of the project to be completed well before funds were sought. Some councils are seeking funding for projects that are underdeveloped at times due to concerns that funding may not be available at a later date.
- v) The main NSW Government Departments involved with the current funding distributions (Infrastructure NSW, Transport for NSW and NSW Water) have been providing LGA's with excellent support and advice concerning grant applications.

- vi) Most Regional Organisations of Councils have established regional priorities. Whilst these priorities provide good advice regarding regional requirements, this prioritisation can lead to smaller communities having their projects appear to have a lower priority regionally whilst the project is of significant importance locally. Generally, there is a need to fund a mix of large and small projects to provide fairness for communities of all sizes.
- vii) Matching Federal and State Projects is almost impossible. All parties concerned recognise the enormous value in having projects funded by all three tiers of government in Australia. Some factors for NSW Infrastructure to consider with this issue are:
 - a. Inviting expressions of interest by Federal and State agencies simultaneously;
 - b. Inviting a single expression of interest for both State and Federal programs;
 - c. Closer collaboration between Federal and State agencies to more readily identify worthwhile projects – this happens to a certain extent at present (usually with good results); and
 - d. More flexibility and collaboration between Federal and State Agencies will also help secure funding partners from the private sector. As these private sector funding partners are usually developers, varying timeframes are often needed to suit their project development requirements.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

General Manager - 18 May 2017

ITEM 12.5 Action Summary - Council Decisions

FILE REFERENCE I17/238

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: 21 November 2013

| | | | |
|--------|--|-----|---|
| 380/13 | Council in cooperation and collaboration with the Rural Fire Service, SES, Police and other stakeholder emergency services develop and publish emergency plans on the Council website with links to relevant agencies. | DOW | Awaiting review of Upper Lachlan Shire Council Consequences Management Guide. |
|--------|--|-----|---|

Council Meeting: 20 October 2016

| | | | |
|--------|---|-----|--|
| 293/16 | Council proceed with the establishment of lease holdings for the hanging of ultra-light aircraft. | DOW | Correspondence forwarded on 1 November 2016. |
|--------|---|-----|--|

Council Meeting: 16 March 2017

| | | | |
|-------|--|-----|--|
| 73/17 | Clifton Park cricket nets be rehabilitated at an estimated cost of \$4,700.00 using sec 94 contributions, if required. | DOW | Quotations sought awaiting receipt of EOI's. |
|-------|--|-----|--|

Council Meeting: 20 April 2017

| | | | |
|-------|---|-----|--|
| 79/17 | That further to Resolution 74/17, Council will write to the Ministers for Planning, Environment, Energy, Indigenous Affairs and the Premier of NSW to advise them of Upper Lachlan Shire Council's objections to AGL's application for a two year extension on their approval to construct a gas fired power station at Dalton, and write to the Member for Goulburn requesting her to formally raise Council's objections and residents' concerns in Parliament. | GM | Correspondence forwarded on 28 April 2017. |
| 81/17 | The General Manager be given authority to serve an order or orders under the EP&A Assessment Act, and to serve an on the spot fine and/or an appropriate notice under the POEO Act to mitigate any adverse impacts on the adjoining property owners and the environment. | DEP | Correspondence forwarded to H & K Pratley on 28 April 2017. |
| 82/17 | Council ban balloon releases at Council events and Council managed reserves. | GM | Correspondence forwarded to Eurobodalla Shire Council and a media release issued on 27 April 2017. |
| 83/17 | Council allocate \$7,500 towards a Cost Benefit Assessment and a Regional Economic Impact Assessment to be provided by SGS Economic and Planning for the proposed Goulburn to Crookwell Rail Trail. | GM | Correspondence forwarded to Goulburn Mulwaree Council on 21 April 2017. |

| | | | |
|--------|--|-----|---|
| 86/17 | Council place the Draft Disability Inclusion Action Plan 2017 – 2020 on public exhibition commencing Monday 24 April 2017 to Wednesday 24 May 2017 inclusive, with copies of each plan available for inspection on Council's website, links to Council's Facebook Page, available to view at the three Council Administration Offices at Crookwell, Taralga and Gunning, and at the Crookwell and Gunning Libraries. | DEP | Advertisement placed in local newspapers and on Council's website commencing 24 April 2017. |
| 87/17 | Council adopt the Floodplain Risk Management Plan and Study, and the Flood Policy for the villages of Crookwell, Gunning, Collector and Taralga. | DEP | Placed in Policy Register and on the Website on 21 April 2017. |
| 90/17 | The Draft PAMP & Bike Plan be endorsed to proceed to a 28 day public exhibition period. | DOW | Advertisement to be placed in local newspapers and on Council's website commencing 16 May 2017. |
| 94/17 | Council advise the potential purchaser that it does not wish to sell the Crookwell Caravan Park at present. | DOW | Correspondence forwarded on 2 May 2017. |
| 97/17 | Council establish a Charter/Terms of Reference to consider all options for a Council Civic Centre and Works Depot Buildings Review Section 355 Committee. | GM | Draft Charter/Terms of Reference reported to Council Meeting held on 15 June 2017. |
| 102/17 | Council place on public exhibition the Delivery Program 2017/2018 – 2020/2021; Operational Plan 2017/2018; Resource Strategy documents including:- Long Term Financial Plan 2017 – 2026; Infrastructure Plan 2017 – 2026; Workforce Plan 2017/2018 – 2020/2021; and the Social and Community Plan 2013 - 2018. | DFA | Advertisement placed in local newspapers and on Council's website commencing 24 April 2017. |
| 105/17 | Council adopts the reviewed Fund Raising and Street Stall Policy. | EA | Placed in Policy Register and on the Website on 28 April 2017. |

General Manager**ACTION SUMMARY - COUNCIL DECISIONS** cont'd

| | | | |
|--------|--|-----|--|
| 106/17 | Council adopts the reviewed Sporting Representation Donations Policy. | EA | Placed in Policy Register and on the Website on 28 April 2017. |
| 107/17 | Council adopts the reviewed Service Delivery Policy. | EA | Placed in Policy Register and on the Website on 28 April 2017. |
| 108/17 | Council adopts the reviewed Public Interest Disclosures – Internal Reporting Policy. | EA | Placed in Policy Register and on the Website on 28 April 2017. |
| 109/17 | Council adopts the reviewed Purchasing – Acquisition of Goods and Services Policy. | EA | Placed in Policy Register and on the Website on 28 April 2017. |
| 114/17 | Council reiterates its position that the Federal Government restores the indexation of Financial Assistance Grants within the 2017-2018 Federal Budget by forwarding correspondence to the Member for Hume. | GM | Correspondence forwarded on 28 April 2017. |
| 120/17 | Council Meetings – Times and Frequency - all the remaining meetings on the schedule will commence at 6.00pm. | MO | Media release issued on 21 April 2017. |
| 125/17 | Council formally offer a position on the Access Committee to the following applicants who expressed an interest in serving on the committee: Mrs Marlene Lannan; Ms Elizabeth Egan; Mrs Jo Boyce; Ms Susan Banfield; Ms Joanne Hillian; Mr Graham Croker; Ms Karin Schaefer; Mr Grant Kitchen. | DOW | Correspondence forwarded on 2 May 2017. |
| 126/17 | Council engage Fresh Landscape Design to carry out consultation and design work as described in their brief labelled streetscape design 1. | DOW | Correspondence forwarded on 28 April 2017. |

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

14 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

The following item is submitted for consideration -

| | | |
|------|-----------------------------------|-----|
| 14.1 | Reports for the month of May 2017 | 220 |
|------|-----------------------------------|-----|

Reports from Other Committees, Section 355 Committees and Delegates - 18 May 2017

ITEM 14.1





Reports for the month of May 2017

RECOMMENDATION:

That Item 14.1 - [Minutes of Committee/Correspondence/Information] listed below be received:

1. Crookwell Potato Festival – Minutes from meeting held 6 April 2017.
2. Crookwell Potato Festival – Minutes from meeting held 18 April 2017.
3. Crookwell Potato Festival – Minutes from meeting held 3 May 2017.
4. S355 Pye Cottage Precinct Committee – Minutes from meeting held 6 April 2017.

ATTACHMENTS

| | | |
|--|--|------------|
| 1.  | Crookwell Potato Festival - Meeting Minutes - 6 April 2017 | Attachment |
| 2.  | Crookwell Potato Festival - Meeting minutes 18 April 2017 | Attachment |
| 3.  | Crookwell Potato Festival - Meeting Minutes - 3 May 2017 | Attachment |
| 4.  | s355 Pye Cottage Precinct Committee - Minutes from meeting held 6 April 2017 | Attachment |

Minutes of 2017 Crookwell Potato Festival Committee

| | |
|-------------|--|
| Date & time | 6 April, 2017 - meeting commenced at 3.05 pm |
| Venue | Visitors Information Centre, Crookwell |
| Attended | <ul style="list-style-type: none"> • Joyce Edwards (Chair) • Marg Anderson (Secretary) • Ric Opie • Marguerite Walsh • Andrew Warren • Bev Hatch • Beverly Houterman • Marcus Kollakides <p>Guest:</p> <ul style="list-style-type: none"> • Kerry Dunbar, 2GN |
| | |

1. APOLOGIES:

- Jan Pont

2. Kerry Dunbar, 2GN

- Kerry's son and probably daughter are prepared to wear the spud costumes
- Week before festival, pre-recorded interview will be played every day – Joyce, Garry Kadwell, Andrew, Jan and Matt Gay
- Annette Sims, cooking segment, will feature potatoes that week
- On the day, interview DEE, Rotary, Potato Association, maybe some kids
- A few commercials will be created and played about 100 times leading up to the event
- DJs will promote the event also during their programs (free plug)
- 2GN will liaise with Andrew re location of 2GN van at the showground

Kerry left at this point.

3. ACCEPTANCE OF PREVIOUS MINUTES:

- Proposed – B Hatch, Second – MK, passed.

4. BUSINESS ARISING (shaded items complete)

| Meeting | Action items | Who | Outcome |
|------------|---|--------------|---|
| 29.11.16 | Speak to Potato Association re their involvement this year | Joyce | Spoke to them last week. Might have 2 stalls – 20kg bags for sale, then should be near an exit? Joyce asked if they would donate something to CPF from sale of spuds. |
| 29.11.16 | Approach wind farms re sponsorship | Joyce | Left a message asking for sponsorship |
| 06.02.17 | Work out conditions and promo of potato salad comp | Andrew | Judy & Sylvia happy to look after on the day, Sandy Warren will judge it. |
| 06.02.17 | Advertise String Family on FB page | Ric/Henry | To be done. (Need more posts.) |
| 06.02.17 | Explore CPF car/bumper stickers | Mktg team | To be done – won't take long to organise |
| 23.03.2017 | Approach Metro fuel station re sponsorship | Marcus | Rang head office, left message, no response yet |
| 23.03.2017 | Advise Knock-em-downs we need their jumping castle | Jan | |
| 23.03.2017 | Prepare a plan for stall layouts. | Jan & Andrew | Will meet next week |
| 23.03.2017 | Organise printing of 6 new banners, and check permission to position them | Andrew | Ordered, should arrive next week |

| | | | |
|------------|--|---------------|---|
| 23.03.2017 | Erect banners when available | Bev & Marcus | |
| 23.03.2017 | Place ads in Canberra Weekly (request discount) | Marg | |
| 23.03.2017 | Explore an extra person to look after FB content | Andrew | Has approached someone |
| 23.03.2017 | Contact Norm Fountain re Lions' involvement in festival (gates) | Joyce | Spoken to him about a stall and gates, meeting after Easter |
| 23.03.2017 | Order more stubby holders | Andrew | |
| 06.04.2017 | Check what equipment Pot Assoc might be bringing to event | Joyce | |
| 06.04.2017 | Approach IGA re donating \$50 voucher for first prize for potato salad competition | Joyce | |
| 06.04.2017 | Submit ad to Crookwell Gazette re potato salad comp | Joyce | |
| 06.04.2017 | Arrange for Mark, Criterion Hotel, to check out venue at showground | Marcus | |
| 06.04.2017 | Chase up Showground president Ken Ikin re fee | Joyce | |
| 06.04.2017 | Ask Hosp Aux if having a stall | Joyce | |
| 06.04.2017 | Approach Goulburn Council re erecting banners at either end of Goulburn | Andrew | |
| 06.04.2017 | Ask for volunteers from RSL | Bev Hatch | |
| 06.04.2017 | Place ad in Crookwell Gazette calling for volunteers | Joyce | |
| 06.04.2017 | Will talk to Hamish about demo/pop-up kitchen again | Ric | |
| 06.04.2017 | Phone Margaret Williams re CWA potato decorating comp | Joyce | |
| 06.04.2017 | Contact Prue Goward, Angus Taylor and mayor to ensure they are aware of event | Joyce | |
| 06.04.2017 | Organise posters for sponsors | Andrew/ Joyce | |

5. CORRESPONDENCE:

- Nil

6. FINANCES:

- Beverley Houterman presented a financial report. So far it looks like we're on track to make a \$3,500 profit.
- Ric - First box of potatoes will be auctioned – hoping for \$500, half proceeds will come to the CPF, half to Upper Lachlan Foundation. Ric will be auctioneer.
- Raffles have made \$2,290.
- Advertising budget
 - Agreed to increase budget from \$3000 to \$4000 - \$2k on 2GN radio, \$1k for Canberra Weekly ad, rest on banners, FB boosting, etc
 - \$900 in budget for printing and stationery – can be used for posters etc

7. REPORTS:

- Sponsorship (Joyce/Marcus)
 - Tried to contact Grabben Gullen windfarm today, left message.

- ☐ Acmea Insurance will give \$1500 sponsorship and have a booth at Garry's farm.
- o Marketing and promotions (Andrew, Bron, Marcus, Henry Opie)
 - ☐ Tracey Bool from Canberra Weekly was out last Sunday visiting Garry Kadwell's farm, featured in CW and posted on her FB page – shared on our FB page
 - ☐ Facebook page – Andrew has come up with a list of events, will give to Henry
 - ☐ Street banners will be put up soon
 - ☐ Flyers/posters displayed next week around town and surrounds
 - ☐ CPF 'Supporter Posters' will be given to businesses who sponsor us to show in their windows
- o Entertainment (Marguerite/Joyce)
 - ☐ Jumping castle – Smurf too expensive; Castle Kingdom – would be about \$450. No funds left in entertainment budget. Knock-Em-Downs can provide a small one (3m x 3m) for free. Agreed to go with the small one.
 - ☐ No funds for reptile show this year.
 - ☐ High School might still provide some buskers.
- o Market Stalls (Jan)
 - ☐ 55 stalls booked
 - ☐ Need an area for display of potato head CWA competition entries.
- o Children's activities
- o Car display (Bev Hatch)
- o Food/local products (Jan/Ric)
 - ☐ Catherine might supply plants to decorate food hall?
- o Bus tour company liaison (Jo Manson, VIC)
 - ☐ One bus definitely booked
- o Mini trots (Ric)
 - ☐ 3 races will be run, happy to fit in with the rest of the program
- o Event program (Andrew)
 - ☐ Finalise in the next couple of weeks
- o Showground layout and liaison (Andrew)
 - ☐ DA being worked on, has to be submitted in a week
 - ☐ We'll need 3 colours of wrist bands this year
- o Merchandise (Andrew)
 - ☐ Merchandise can be sold from home brew bar if it's not being used for something else
 - ☐ We will need a volunteer to manage
- o Logistics (Andrew)
- o Competition - 'Potato salad' (Andrew)

- Joyce suggested we place an ad in the Crookwell Gazette, mentioning the comp.
 - Needs a decent prize to attract people. Would IGA be prepared to donate a \$50 voucher? (Not usually generous.)
- Patata Café/pop up kitchen (Joyce/Sylvia Cullen)
 - 3 people for demonstrations: Rebecca Dark (cake decorating), health care group, and Judith Basile
 - Pop-up kitchens
 - Pam Charity only so far. She wants to use fryers, need 3 phase power, we might need to supply a generator.
 - Hamish from Meats-A-Treat has pulled out
 - Judy has been trying to contact Peter Fulton's suggested cooks in Sydney, but no response yet
 - Melinda Medway from Gunning still a possibility?
- Signage (Bev Hatch)
 - Banners will go up next week – Marcus and Bev will erect them
- Volunteers (Joyce?)
 - Need at least 24 people for
 - 2 gates
 - Rock climbing wall
 - Merchandise
 - 2 hour shifts
 - Joyce – advertise for volunteers in local paper.
 - Volunteers – Marcus, Tony and Beverley, Chris Hinton, Bronwyn Haynes (take photos), Pam & David Kensitt, Lions? (won't know until after Easter) SES? St Barts? Rotary?
- Bar
 - Marcus said Mark from Criterion Hotel happy to run a bar. No agreement yet re what we'll make from it. Mark needs to check out the premises.
 - Good to promote local wines. Kingsdale Wines prepared to offer wine tastings? If Kingsdale says no, approach other local winemaker.

8. GENERAL BUSINESS

- None

9. Next meeting

Tuesday 18th April, 3.30pm at VIC

Meeting closed 4.40pm.

Signed as a true and accurate record: _____ Date: _____

Minutes of 2017 Crookwell Potato Festival Committee

| | |
|-------------|---|
| Date & time | 6 April, 2017 - meeting commenced at 3.05 pm |
| Venue | Visitors Information Centre, Crookwell |
| Attended | <ul style="list-style-type: none"> Joyce Edwards (Chair) Marg Anderson (Secretary) Marguerite Walsh Andrew Warren Bev Hatch Marcus Kollakides Jan Pont |

1. APOLOGIES:

- Ric Opie, Beverly Houterman

2. ACCEPTANCE OF PREVIOUS MINUTES:

- Proposed – B Hatch, Second – JP, passed.

3. BUSINESS ARISING (shaded items complete)

| Meeting | Action items | Who | Outcome |
|------------|--|--------------|--|
| 29.11.16 | Speak to Potato Association re their involvement this year | Joyce | Joyce asked if they would donate something to CPF from sale of spuds. |
| 29.11.16 | Approach Grabben Gulllen wind farm re sponsorship | Joyce | Left a message asking for sponsorship – no response yet |
| 06.02.17 | Work out conditions and promo of potato salad comp | Andrew | Judy & Sylvia happy to look after on the day, Sandy Warren will judge it. |
| 06.02.17 | Advertise String Family on FB page | Ric/Henry | Done |
| 06.02.17 | Explore CPF car/bumper stickers | Andrew | To be done – "won't take long to organise" |
| 23.03.2017 | Approach Metro fuel station re sponsorship | Marcus | Rang head office, left message, no response so decided to not pursue. |
| 23.03.2017 | Advise Knock-em-downs we need their jumping castle | Jan | Done |
| 23.03.2017 | Erect banners when available | Bev & Marcus | Waiting for them to arrive |
| 23.03.2017 | Place ads in Canberra Weekly (request discount) | Marg | See notes below. |
| 23.03.2017 | Contact Norm Fountain re Lions' involvement in festival (gates) | Joyce | Lions not available to assist. |
| 23.03.2017 | Order more stubby holders | Andrew | |
| 06.04.2017 | Check what equipment Pot Assoc might be bringing to event | Joyce | Seeing them on Friday. |
| 06.04.2017 | Approach IGA re donating \$50 voucher for first prize for potato salad competition | Joyce | To be done |
| 06.04.2017 | Submit ad to Crookwell Gazette re potato salad comp | Joyce/Andrew | |
| 06.04.2017 | Arrange for Mark, Criterion Hotel, to check out venue at showground | Marcus | Andrew clarified with Paul Anderson that OK for Criterion to run a bar in central bar area – Mark submitted liquor licence, will know in 2 weeks, we will get a share of profits |

Minutes Crookwell Potato Festival Committee meeting 6.4.17

| Meeting | Action items | Who | Outcome |
|------------|---|-----------------------|--|
| 06.04.2017 | Chase up Showground president Ken Ikin re fee | Joyce | Joyce talked to Paul Anderson – to be discussed after festival |
| 06.04.2017 | Ask Hosp CCC if having a stall | Joyce | Yes, they are. To submit booking form. |
| 06.04.2017 | Approach Goulburn Council re erecting banners at either end of Goulburn | Andrew | Had trouble contacting Goulburn council |
| 06.04.2017 | Ask for volunteers from RSL | Bev Hatch | Two volunteers |
| 06.04.2017 | Place ad in Crookwell Gazette calling for volunteers | Joyce | To be in Gazette week commencing 1 May. |
| 06.04.2017 | Will talk to Hamish about demo/pop-up kitchen again | Ric | Hamish says he's not available. |
| 06.04.2017 | Phone Vicky Jeffries re CWA potato decorating comp and displaying them in Patata Cafe | Joyce | |
| 06.04.2017 | Contact Prue Goward, Angus Taylor and mayor to ensure they are aware of event | Joyce | |
| 06.04.2017 | Organise 'GPF supporter' signs for sponsors | Andrew/ Joyce | |
| 06.04.2017 | Order wrist bands – red for visitors, green for volunteers and entertainers, yellow for climbing wall | Andrew | Done |
| 18.04.2017 | Organise two ads in Canberra Weekly | Marg/ Andrew | |
| 18.04.2017 | Follow up with Peter from Canberra re kid's activities (paperwork required, etc) | Marguerite/ Andrew | |
| 18.04.2017 | Check if window displays happening and if Trevene Mattox willing to judge them | Joyce | |
| 18.04.2017 | Check prices of megaphone for our 'town crier' and organise | Andrew | |
| 18.04.2017 | Distribute A3/A4 festival posters | Joyce/ Marcus | |
| 18.04.2017 | Approach Rev Landford re St Barts youth stuffing potato sacks | Marg | |
| 18.04.2017 | Check if sacks and filling have arrived at Garry's | Marcus | |
| 18.04.2017 | Prepare sample of entry gate record form | Marg | |
| 18.04.2017 | | | |
| | | | |

4. CORRESPONDENCE:

- Nil

5. FINANCES:

- No report

6. REPORTS:

- Sponsorship (Joyce/Marcus)
 - Still waiting to receive response and/or sponsorship from Acmea Insurance (promised \$1500), Grabben Gullen windfarm, Divalls.

Minutes Crookwell Potato Festival Committee meeting 6.4.17

- Marketing and promotions (Andrew)
 - Joyce's article was in last week's Crookwell Gazette.
 - Facebook posts happening now, response good
 - Tracey Bool, garden writer for Canberra Weekly Magazine, wrote an article on Kadwell's farm and FB post – reposted to our FB page. Another article going in CW on 24 April.
 - Marg contacted CW – offered us special rate. MA to organise for placement of 2 ads in CW – ¼ page 2 weeks before (\$363) and ½ page week before (\$561).
 - Still waiting for banners to arrive.
 - A3 and A4 posters ready. Joyce will distribute around town, Marcus can take some to Goulburn.
- Entertainment (Marguerite/Joyce)
 - Performers waiting for program to be finalised.
 - We were contacted by a chap called Peter Wark, Canberra – has 5 large children's rides/activities – will give us 20% of his takings. We agreed it was a great idea.
- Market Stalls (Jan)
 - Andrew and Jan have a plan for stall layout.
- Children's activities (Rob Long/Landfords)
 - Under control
- Car display (Bev Hatch)
 - About 60-70 cars expected
 - Each car will receive 2 green wrist bands (2 free entries to showground), additional people to pay \$5 for entry
- Food/local products (Jan)
 - Jan communicating with Lost River regularly.
- Bus tour company liaison (Jo Manson, VIC)
 - One bus definitely booked
- Mini trots (Ric)
 - No report
- Event program (Andrew)
 - Will be finalised next week
- Showground layout and liaison (Andrew)
 - We'll need 3 colours of wrist bands this year – paying visitors (red - \$5); volunteers, car display people and entertainers (green – free entry); all-day rock climbing wall (yellow - \$10)
- Merchandise (Andrew)
 - We will need a volunteer to manage sales.
- Logistics (Andrew)
 - Ongoing
- Competition - 'Potato salad' (Andrew)
 - Joyce writing something for Gazette to publicise
 - Sylvia and Judy looking after entries and judging
- Patata Café/pop up kitchen (Joyce/Sylvia Cullen/Judy Case)
 - Judy said that they had 6 demo cooks
 - Debbie from Coffee Buzz prepared to take a pop-up kitchen and sell pies
- Signage (Bev Hatch)

- Still waiting for banners to arrive – to be erected in Crookwell and Goulburn.
- Volunteers (Joyce)
 - Working on roster.
 - 'Potato money' will be provided again for volunteers and free entertainers to cover their lunch.
- Window displays in town businesses
 - Last year Trevene Mattox mentioned to Jan and Marg that the Mary Gilmore group were good at judging things and would be willing to judge to the window display competition. Joyce to follow up.
- Caravans
 - Paul Anderson managing bookings for and location of vans parking at showground.
- Street decoration (Jan & Marg)
 - Potato sacks with CPF logo should arrive soon. Garry Kadwell organising filling as well. Sacks can be stuffed in Garry's shed.
 - Sacks need to be put along street a week before festival. Offers to help distribute from Bev Hatch, Mike and Marguerite Walsh (Mike has large trailer), Marcus, Marg and Jan.
 - Who to stuff sacks with straw? Suggestion - St Barts Youth Group.
 - Marg & Jan to collect donated potted colour from Pat's Plants.
- Shuttle buses (Joyce)
 - We'll have 3 this year – Valmar, St Barts and Criterion Hotel.
 - Two will shuttle between Garry's farm and showground, and one around town – showground/memorial hall/Mandy McDonald's in Cowper St/main street/showground.
 - Valmar and St Barts bus to farm – gold coin donation invited, Criterion Hotel bus around town – free
- Data collection
 - Needs to be simpler than previous years – post code, no. adults and no. kids under 12.

7. GENERAL BUSINESS

- Clarified that opening hours for the festival at the showground are 9 am to 3 pm. Stalls can set up on Friday and from 6 am Saturday.
- **All committee to be available on Friday 12th May to help with any last minute tasks.** Joyce also asked if as many as possible could drop in to the art show on Friday night, and the Last Night of the Pops.

8. Next meeting

Wednesday 3 May, 3.00pm at VIC

Meeting closed 4.40pm.

Signed as a true and accurate record: _____ Date: _____

Minutes of 2017 Crookwell Potato Festival Committee

| | |
|-------------|---|
| Date & time | 3 May, 2017 - meeting commenced at 3.05 pm |
| Venue | Visitors Information Centre, Crookwell |
| Attended | <ul style="list-style-type: none"> Joyce Edwards (Chair) Marg Anderson (Secretary) Marguerite Walsh Andrew Warren Bev Hatch Jan Pont Beverly Houterman |

1. APOLOGIES:

- Ric Opie, Marcus Kollakides

2. ACCEPTANCE OF PREVIOUS MINUTES:

- Proposed – B Hatch, Second – JP, passed.

3. BUSINESS ARISING (shaded items complete)

| Meeting | Action items | Who | Outcome |
|------------|---|------------------|--|
| 29.11.16 | Speak to Potato Association re their involvement this year | Joyce | CPA providing spuds for potato wall. Joyce asked if they would donate something to CPF from sale of spuds – waiting to hear. |
| 29.11.16 | Approach Grabben Gulllen wind farm re sponsorship | Joyce | Left a message asking for sponsorship – no response still so forget it |
| 06.02.17 | Explore CPF car/bumper stickers | Andrew | To be done – “won’t take long to organise” |
| 23.03.2017 | Erect banners when available | Bev & Marcus | Two banners erected at either end of Goulburn, one at south entry to Gunning, |
| 23.03.2017 | Order more stubby holders | Andrew | Done |
| 06.04.2017 | Check what equipment Pot Assoc might be bringing to event | Joyce | Done |
| 06.04.2017 | Approach IGA re donating \$50 voucher for first prize for potato salad competition | Joyce | Done. Have donated \$50 voucher. |
| 06.04.2017 | Submit ad to Crookwell Gazette re potato salad comp | Joyce/ Andrew | Done. |
| 06.04.2017 | Ask Hosp CCC if having a stall | Joyce | Done. Booked. |
| 06.04.2017 | Approach Goulburn Council re erecting banners at either end of Goulburn | Andrew | Done. |
| 06.04.2017 | Phone Vicky Jeffries re CWA potato decorating comp and displaying them in Patata Cafe | Joyce | 2 tables in Patata Café for display. |
| 06.04.2017 | Contact Pru Goward, Angus Taylor and mayor to ensure they are aware of event | Joyce | Left messages. |
| 06.04.2017 | Organise 'GPF supporter' signs for sponsors | Andrew/ Joyce | Done – Joyce has distributed almost all of them. |
| 18.04.2017 | Organise two ads in Canberra Weekly | Marg/ Andrew | Done. |

| Meeting | Action items | Who | Outcome |
|------------|--|-------------------|--|
| 18.04.2017 | Follow up with Peter from Canberra re kid's activities (paperwork required, etc) | Marguerite/Andrew | Done |
| 18.04.2017 | Check if window displays happening and if Trevene Mattox willing to judge them | Joyce | Some displays up already. Joyce to approach Trevene re judging. |
| 18.04.2017 | Check prices of megaphone for our 'town crier' and organise | Andrew | Done |
| 18.04.2017 | Distribute A3/A4 festival posters | Joyce/Marcus | Posters in Taralga, Grabby, Laggan Pub, Gunning, Binda, Tuena, Goulburn |
| 18.04.2017 | Approach Rev Landford re St Barts youth stuffing potato sacks | Marg | Done, kids will do it on Saturday |
| 18.04.2017 | Check if sacks and filling have arrived at Garry's | Marcus | Done. Sacks are at Garry's, hay donated by Jeff Fay. DEE is collecting 40 sacks today for sack chandelier. |
| 18.04.2017 | Prepare sample of entry gate record form | Marg | Done |
| 3.5.2017 | Contact Garry and Jeff re filling sacks on Saturday. | Jan/ Marg | Done |

4. CORRESPONDENCE:

- Nil

5. FINANCES:

- Finances looking 'better'.
- Showground prepared to negotiate fee after event – usual fee is \$1500, lowest likely to be offered is \$1250.

6. REPORTS:

- Sponsorship (Joyce/Marcus)
 - \$1000 sponsorship from Ric Opie Real Estate. Achmea Rural Insurance still to pay their sponsorship, probably \$500.
- Marketing and promotions (Andrew)
 - Only got all info for program last week - will go on website now
 - Facebook posts going well, boosting in Canberra
 - Canberra Weekly magazine ads in this week and next
 - Ads will go in Goulburn Post, Yass Tribune and Crookwell Gazette
 - Posters distributed around town and district
 - Liz will have a stand at Collector Pumpkin Festival on Sunday and promote the CPF
- Entertainment (Marguerite/Joyce)
 - Kid's section looking really good – lots for them to do
 - We can use all the chairs and tables owned by AP&H
 - Rock wall - \$10 unlimited all day, \$2 for single ticket. Andrew organising a small marquee for ticket seller. Will use 'sheep race' to control queue.
- Market Stalls & Food/local products (Jan)
 - Lost River are cooking chips and baked potatoes in the kitchen in pavilion.
 - Lost River will have 5 stalls + 6 other stall holders in Local Produce Market

MOTION: Lost River pay us percentage of sales rather than pay for 5 stalls. Proposed – Jan. Joyce – second. Passed.

 - Bookings for 28 stalls in Market Emporium, 21 outside, and 12 foodies, 11 fresh produce – total 72 stalls.
 - Two vans selling twisted potatoes.
- Children's activities (Rob Long/Landfords)
 - No report, but confident all under control.
- Car display (Bev Hatch)

- About 70 cars expected, less than last year because of Mother's Day
- Bus tour company liaison (Jo Manson, VIC)
 - One bus definitely booked, doing tour with Jo first who will have wrist bands etc ready for them.
- Mini trots (Ric)
 - Hoping to bring a race caller from Canberra
 - 3 races, each take 15 minutes, will fit in with program
- Event program (Andrew)
 - Finalised. A4 size, black and white, VIC will print this year
- Showground layout and liaison (Andrew)
 - Still working on layout of outside stalls, inside OK
- Merchandise (Andrew)
 - Tea towels and car stickers are coming, still chasing stubby holders.
 - Also will have recipe books and pins to sell.
- Logistics (Andrew)
 - Still waiting for response to DA.
 - Borrowing extra chairs from CADS.
 - To talk to Council re their support. Need rubbish bins at each entrance for wrist band.
 - Potato Assoc will have a stall near Patata Café with 5kg bags of potatoes for sale, and another near exit with 20kg bags.
 - We'll have access to the showground from next Wednesday.
 - Should have lanyards for committee and volunteers with emergency procedures.
- Competition - 'Potato salad' (Andrew)
 - Promoted in Crookwell Gazette and on Facebook.
 - \$50 voucher donated for prize by IGA.
 - Sandy Warren will judge competition.
- Criterion's Bar
 - We can't meet requirements for liquor licence, not enough time to complete all paperwork, so won't go ahead
- Patata Café/pop up kitchen (Joyce/Sylvia Cullen/Judy Case)
 - 5 demo cooks – Judith Basile, Janelle Croatto from Gazette, Juliet Cullen, Paramedic (?) Team and Rebecca Dark
 - Debbie from Coffee Buzz and Pam Charity have pulled out of running a pop-up kitchen
- Signage (Bev Hatch)
 - Banners erected in Crookwell and Goulburn.
- Volunteers (Joyce)
 - Roster sorted – few more volunteers offered today so should be enough
 - 'Potato money' and float etc will be available for volunteers and free entertainers to cover their lunch.
- Window displays in town businesses
 - One appeared in Hart's Pharmacy, expect more over the next week.
- Street decoration (Jan & Marg)
 - St Barts youth group stuffing sacks.
 - Michael Walsh and Bev to provide trailers to distribute around town on Monday
 - Fill sacks on Saturday 10am at Jeff Fay's
 - Andrew asked for extras to put around showground.
 - Bev Hatch offered to help collect the sacks from around town on Monday morning 15 May, and we'll count money on Monday afternoon
- Shuttle buses (Joyce)
 - Two will shuttle between Garry's farm, showground and around town, one bus will just shuttle between showground and town: Showground/Mandy McDonald's in Cowper St/memorial hall/[farm]/main street/Crookwell Railway/showground.
 - Decided gold coin donation on all buses – Joyce will organise buckets
 - Showground pick up/drop off will be at East Street entrance
- Data collection
 - Data sheets with post code, no. adults and no. kids under 12.

- Three volunteers at each gate – 1 takes money, 1 gives program and band, 1 records info.

7. GENERAL BUSINESS

- None

8. Next meeting

Monday 15 May, 2.00pm at VIC – as many as available to count money and debrief.

Meeting closed 4.25pm.

Signed as a true and accurate record: _____ Date: _____

Pye Cottage Precinct Committee Meeting

Held at the Council Chambers, Gunning on Thursday, 6 April, 2017

Opening: Graham Dyer was the Chair. He opened the meeting at 18.31 and welcomed those present. He had advised that the business of this meeting would be to work on the Plan of Management, to discuss letter to Council on OH&S issues and electricity, and to consider finances.

Present: Councillor John Searl, Graham Dyer, Margaret McPherson, Leslie Bush, Keith Brown, Dr Michael de Percy and Rosemary Spiller.

Minutes of previous Meeting of 9.02.2017 had been circulated twice before the meeting and were available.

Moved J Searl, seconded R Spiller, that the Minutes be accepted.

Carried

Correspondence The following items were referred to during the meeting:

- Email to General Manager, advising of error made in Minutes of 4.02.2017 - omission of name, Leslie Bush, in the list of committee members (but correctly entered on the Committee Details Return), also a copy of the Minutes of 10.02.2017. (sent by R Spiller).
- Letter from (Dep) Chair to Council re OH&S and electricity.

General Business:

1. *PLAN OF MANAGEMENT*, opinions canvassed on “maintenance,” “purpose of plan,” “scope of the committee’s activities.”

Moved M de Percy, seconded J Searl, that (i) the (Deputy) Chair will forward a draft plan to members of 355PCPC (with any changes to be tracked) and

(ii) if there are changes, the Plan will be ratified at the next meeting.

Carried

2. *FINANCES* were discussed, the only potential contributor currently is GDHS Inc.

Moved M McPherson, seconded M de Percy, that 355PCPC approach Council for start up funds to open a bank account.

Carried

Moved M McPherson, seconded K Brown, that donations given by visitors to Pye Cottage be received by 355 PCPC.

Carried

Agreed that the previous motion be communicated to GDHS.

3. *ROLE OF 355 PCPC* was discussed.

Agreed that Dr Michael de Percy would draft and circulate to the committee,

- (i) a short communication to test response from possible users (a stakeholder analysis); and
- (ii) a Mission Statement.

Close: 19.35

Next Meeting: possibly 18.30 on Thursday, 20 April, to be advised.

Graham Dyer
President

Margaret McPherson
Secretary

16 NOTICES OF MOTION

The following item is submitted for consideration -

| | | |
|------|--|-----|
| 16.1 | Notice of Motion - Location of Council Meeting | 236 |
|------|--|-----|

Notices of Motion - 18 May 2017

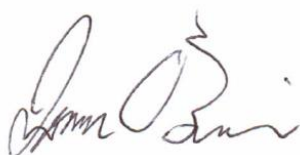
ITEM 16.1

Notice of Motion - Location of Council Meeting


I, Councillor Ron Cummins hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

In compliance with Part 3 cl.136(5) of Council's Code of Meeting Practice (LGA – s372 (4), we Councillors O'Brien, Cummins and Opie give notice that at the next Ordinary Meeting of Council on 18 May 2017 we will move the following motion:-

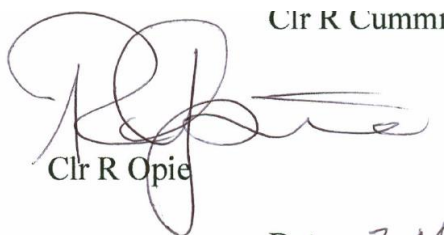
"The Council meetings be held at the Crookwell Memorial Hall and that the General Manager takes appropriate action including all required network connections to use the Crookwell Memorial Hall for all the remaining Ordinary Council meetings for this year. Any costs required for the network connections to be revoted from Council's Information Technology and Equipment Reserve".



Clr D O'Brien



Clr R Cummins



Clr R Opie

ATTACHMENTS

Nil

17 QUESTIONS WITH NOTICE

The following items are submitted for consideration -

| | | |
|------|---|-----|
| 17.1 | RV Friendly Programme | 238 |
| 17.2 | Local Environmental Plan | 240 |
| 17.3 | Wasps | 241 |
| 17.4 | Redground Road | 246 |
| 17.5 | Airport Update | 247 |
| 17.6 | Snow Damage Funding | 248 |
| 17.7 | Civic Centre/Council Chambers/Work Depot Review | 249 |
| 17.8 | Canberra Sydney Corridor | 250 |
| 17.9 | Collector Cellar Door | 251 |

Questions With Notice - 18 May 2017

ITEM 17.1 **RV Friendly Programme**
AUTHOR **Councillor Ron Cummins**

At the Taralga Outreach Meeting last year the previous Mayor and Cllr Searl made a commitment that Council would introduce the RV Friendly Programme across the Shire.

Currently there is not one Town or Village across the Shire that has been classified as a RV Friendly Town (RVFT) or an RV Friendly Destination (RVFD).

What is the current status with the introduction of this important tourist attracting programme?

General Managers Comments

Background

The RV Friendly program is an initiative of the Campervan and Motorhome Club of Australia aimed at providing recreational vehicle consumers with a mix of accommodation options. The Campervan and Motorhome Club has sought to increase the availability of free or low cost accommodation options by offering to recognise towns or destinations that meet or exceed a series of criteria.

Under the RV Friendly Town (RVFT) program a town must provide appropriate parking within the town centre for shopping with access to groceries and fresh produce, access to potable water, access to a free dump point and short term, low cost overnight parking (24/48 hours) for self-contained RVs as close as possible to the CBD. There are also a series of desirable criteria that can strengthen the case to be recognised as RV Friendly.

The three main town centres of Crookwell, Gunning and Taralga are the focus of Council's efforts and funding have been allocated dump points, which are subsidised through the CMCA Dump Point Scheme. Part of the RVFT process is that a representative of the CMCA will inspect the town/destination to ensure that the claims made in the application are accurate and necessary infrastructure is in place.

Status by Township

Crookwell

The Crookwell dump point was installed in 2016 and short term long vehicle parking was established next to the Visitor Information Centre in 2015. The carpark behind JD's Hardware has been identified as the best location to provide short term, overnight parking, however, Council require a Plan of Management for the land given the impact on neighbouring residents. This plan will be drafted this month and reported to Council to go on public exhibition in immediate future. Once the Plan of

Questions With Notice

RV FRIENDLY PROGRAMME cont'd

Management is adopted by Council an application to CMCA will be submitted for Crookwell to be recognised as a RV Friendly Town.

Gunning

The Barbour Park Plan of Management covers the parking requirements for the RVFT program, however, Gunning does not currently have a dump point. The Gunning dump point project is currently underway and is expected to be fully operational by the end of this month. Once the dump point is in place Council can then make application to the CMCA for Gunning to be recognised as an RV Friendly Town.

Taralga

The funding for a dump point in Taralga has been included in the 2017/2018 Operational Plan. Council has been working to identify a suitable site for both the dump point and RV parking in the Taralga town precinct. An area on Cooper Street has been proposed and now requires a site inspection by Council staff. Once the necessary areas are defined, consultations completed and infrastructure built, an application can be made for Taralga to be identified as an RV Friendly Town.

RV Friendly Destinations

The CMCA also operate a RV Friendly Destination (RVFD) program aimed at small villages with reduced criteria, in particular, the need for a dump point and access to potable water being relegated to “desirable” rather than “essential”. On this basis, village progress associations can make application to be recognised as RV Friendly Destinations if this is something they desire for their locality. The most obvious contender would be Bigga given that the recreation ground provides both a dump point and access to potable water. Note, that any use of land for this purpose would require the appropriate planning approvals.

ATTACHMENTS

Nil

Questions With Notice - 18 May 2017

ITEM 17.2 **Local Environmental Plan**
AUTHOR **Councillor Richard Opie**

Council has supported the opportunity for lot averaging for the current review of the LEP.

Can the General Manager please advise what other changes are being proposed or made to the LEP?

Under the Budget for 2017-2018 \$120 000 has been allocated for the review of the LEP, could we please be advised how this is to be spent?

General Managers Comments

The LEP project is to include:

- Review of whole document and mapping to ensure consistency with Standard Template.
- Review of current land use tables for all zones.
- Review of an update of items in Schedule 5 Environmental Heritage.
- Update LEP mapping as required.
- Consideration of any requests received for changes to the LEP (subject to submission of planning proposals).

Dispersal of allocated funds:

- Engagement of consultant/s and costs associated with the project.

ATTACHMENTS

Nil

Questions With Notice - 18 May 2017

ITEM 17.3

Wasps

AUTHOR

Councillor Richard Opie

At the recent Outreach meeting at Crookwell a question was raised regarding the Wasp threat in the shire. It cannot be denied that Wasps are a genuine danger and health risk.

Has there been an assessment of the cost of any attempted control?

If council is willing to contribute to Wasp control how does Council plan to inform residents?

Could Council arrange a panel of qualified controller(s) and thereby hopefully achieve economies of scale for residents and enable Council to keep a record for ongoing management?

Can the process be applied to Villages and towns of the shire?

General Managers comments

- a) The nests of European Wasps are extremely difficult to locate, they are usually found by accident. As such, Council is unaware of any assessment ever being undertaken by any authority, whether State or Local.
- b) Council already contributes to the cost of controlling wasps as it pays qualified pest controllers to destroy any nests that are located on Council owned or Council controlled property.
- c) Council may choose to contribute more if it wishes however, it should be noted, that it is unlikely that the wasps can be eradicated.

Council has advised the community regarding its position with respect to wasps in a media release that has been published numerous times in the past few years - the most recent publication being on Thursday, 27 April 2017 when the release was published in numerous local newspapers, Council's website and Facebook page. A copy of the media release and an information sheet from the NSW Department of Primary Industries is attached for the information of Council. The community can be advised of any changes that Council may wish to make to the control measures for wasps via the same communications media.

- d) Most qualified pest controllers are able to destroy the nests. In the last five years or so Council staff have arranged for the destruction of approximately 20 wasp nests. Council is unaware as to how many nests have been destroyed on private property during that time.



Questions With Notice

WASPS cont'd

The destruction of the nests usually occurs one at a time and is carried out as soon as possible after the nest has been located to reduce the risk of persons being stung or the wasps moving on before the nest can be eradicated. In the past there have not been enough business related to the wasps to create "economies of scale". The cost of destruction of the nests is usually less than \$100 each. Council staff contacts pest controllers via "Yellow Pages" as required.

- e) The existing process is already applied to all of the towns and villages in the Shire. Any extension of that arrangement should be dealt with similarly.

ATTACHMENTS

| | | |
|--|--------------------|------------|
| 1.  | Wasp Circular | Attachment |
| 2.  | Wasp Media Release | Attachment |



Department of
Primary Industries

primefact

European wasp

March 2015 Primefact 1370 2nd edition
Plant Biosecurity & Product Integrity, Orange

European wasp is an aggressive stinging insect
European wasp (*Vespula germanica*) is an
established pest in New South Wales
For nest removal, call a pest controller

European wasp

European wasp (Figure 1) is identified by:

- black and yellow body
- yellow legs
- triangular markings on the abdomen
- black antennae

The European wasp is the same size as the European honeybee but European wasp is less hairy and folds its wings back at rest.

Nuisance pest

European wasps are scavengers. They are attracted to sweet foods and meat and are commonly a nuisance at outdoor eating venues and barbecues.

If left alone the European wasp is not aggressive to humans or other animals. If a European wasp is aggravated it may sting. Unlike the bee, a European wasp can sting multiple times.

If a nest is disturbed, the wasps release a chemical which triggers the colony to defend the nest and attack the threat in large numbers.

First aid

If stung, apply a cold pack to reduce the swelling.

Stings to the face or neck or multiple stings may lead to severe swelling or an allergic reaction. If this occurs and the person has difficulty breathing call an ambulance. If in doubt seek immediate medical advice.



Figure 1 European wasp has yellow and black banding on the abdomen and black antennae



Figure 2 European wasp nest

Colony behaviour

In spring European wasp queens leave their place of hibernation and search for suitable nest sites to establish a new nest. The first eggs laid hatch into workers.

The workers take over the nest chores and build a nest from saliva mixed with wood fibres. A nest can grow over summer to the size of a football. The nest is often concealed underground or in a roof or wall cavity (Figure 2).

www.dpi.nsw.gov.au

In autumn the queen lays eggs for the next generation of queens. Once hatched most queens leave the nest, mate and hibernate until spring.

Actions to minimise risk

To discourage wasps:

- Do not leave fallen fruit or food scraps lying around your property
- Avoid leaving uneaten pet food or dog bones outside
- Make sure rubbish bins have tight fitting lids
- Keep compost covered at all times
- Keep your swimming pool covered when not in use
- Cover exposed food at picnics and barbeques
- Check drink cans or bottles before drinking from them. Use clear containers or a straw.

Distribution

European wasp is a native of Europe, North Africa and Asia Minor. European wasp is now found throughout the world, including Canada, the United States of America, South Africa, Argentina, Chile and New Zealand

Australian distribution

European wasp was first found in Tasmania in 1959 and on the mainland near Melbourne in 1977.

European wasp is now widespread in Australia.

Spread

Human assisted transport of hibernating queens in packaging material and other items has spread European wasp worldwide.

Under natural conditions European wasp could probably disperse several kilometres but flight distances have not been confirmed.

Acknowledgments

Photos courtesy of Lowan Turton,
NSW Department of Primary Industries

This Primefact replaces Agfact A9.91 (1981)

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (March 2015). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the Department of Primary Industries or the user's independent adviser.

Published by the NSW Department of Primary Industries.

PUB14/149

Residents urged to be vigilant against European wasps

Upper Lachlan Shire Council is urging the community to be vigilant against European wasps after reports of infestations in the Shire.

Particular care should be taken by visitors to the Collector Village Pumpkin Festival on Sunday, 7 May 2017, with Council advised that European wasps have been sighted on private property near the Collector town centre.

The same size as a European Honeybee, European wasps are identified by a black and yellow body; yellow legs; triangular markings on the abdomen and black antennae. They are less hairy than a honeybee and fold their wings back at rest.

Left alone the European wasp is not aggressive to humans or other animals. However, if a European wasp is aggravated it may sting, and unlike the bee, a European wasp can sting multiple times.

If stung, a cold pack should be applied to reduce the swelling. Stings to the face or neck or multiple stings may lead to severe swelling or an allergic reaction. If this occurs and the person has difficulty breathing an ambulance should be called. If in doubt, immediate medical advice should be sought.

The eradication of nest sites located on private property is the responsibility of land/property owners and should be undertaken with the assistance of a certified pest controller.

Council is only responsible for attending to nest sites in public locations and on Council-owned land.

The Department of Primary Industries recommends the following actions be taken to discourage European wasps:

- Do not leave fallen fruit or food scraps lying around your property
- Avoid leaving uneaten pet food or dog bones outside
- Make sure rubbish bins have tight fitting lids
- Keep compost covered at all times
- Keep your swimming pool covered when not in use
- Cover exposed food at picnics and barbeques
- Check drink cans or bottles before drinking from them
- Use clear containers or a straw

For information on European wasps, please contact the Department of Primary Industries on: 1800 808 095 or visit their website:

<http://www.dpi.nsw.gov.au/biosecurity/insect-pests/euro-wasp>.

To report a European wasp nest in a public location, please contact Council on: 4830 1000.



The European wasp. Source: <http://ewasp.com.au>

The European wasp. Source: <http://ewasp.com.au>

Questions With Notice - 18 May 2017

ITEM 17.4 **Redground Road**
AUTHOR **Councillor Richard Opie**

At the recent Crookwell Outreach meeting, a resident of Redground Road made a presentation relating to a series of incidents with trucks on the road.

It does appear these issues may need to be addressed for the safety of the road users and school bus. Police have advised the resident that unless there is an accident they cannot do anything and suggested they contact Council.

Has the Director of Works had an opportunity to follow this up?

General Managers Comments

The Director of Works has followed this matter up and reports that the following actions will be taken:

- a) Trees along the road will be trimmed back to provide more passing room and to improve sight distance between approaching vehicles.
- b) Repairs to the edge of the seal will be undertaken in numerous locations to provide more room for vehicles to drive on the shoulder.
- c) Signs will be erected at the top and bottom of the hill to warn motorists of the winding nature of the road.
- d) A sign will be erected at the top of the steep part of hill warning trucks of the steepness of the hill and advising them to use low gear. This will slow the trucks down and provide a safer environment for other road users when they encounter trucks on the hill.
- e) Council staff will install a traffic classifier on the hill for several weeks to establish if there unusual traffic patterns are emerging in the area. It should be noted that the farmers surrounding the area use heavy vehicles from time to time to transport their produce to market and also to deliver farming inputs to their properties.

ATTACHMENTS

Nil

Questions With Notice - 18 May 2017

ITEM 17.5

Airport Update

AUTHOR

Councillor Richard Opie

Please advise council progress with negotiations regarding the sale and lease of the airport land?

Is there a plan detailing the area of the airport Council proposes to sell, lease and retain? If so can a plan be provided?

Can council under the terms of the lease place time restrictions for the use of the airport?

General Managers Comments

This information is contained in the General Manager's Report to the Closed Session of Council within the current business paper.

ATTACHMENTS

Nil

Questions With Notice - 18 May 2017

ITEM 17.6 **Snow Damage Funding**
AUTHOR **Councillor Richard Opie**

Can we please be updated on the recovery of the snow damage funding from the State Government?

How will receipt of these funds be dealt with under the current budget?

General Managers Comments

The NSW Cabinet Standing Committee on Expenditure Review (Expenditure Review Committee) reviews the NSW State Budget.

Advice from the office of the NSW Minister for Police and Emergency Services, The Hon Troy Grant, MP noted that the Expenditure Review Committee was likely to consider the matter no earlier than June 2017.

If and when the funding for the claim for \$1.4M Natural Disaster Funding is received by Council, a report will be placed before Council.

ATTACHMENTS

Nil

Questions With Notice - 18 May 2017

ITEM 17.7 **Civic Centre/Council Chambers/Work Depot Review**
AUTHOR **Councillor Richard Opie**

Can we please be updated?

General Managers Comment

At the Council Meeting held on 20 April 2017 under resolution no. 97/17 it was resolved that "Council establish a Charter/Terms of Reference to consider all options for a Council Civic Centre and Works Depot Buildings Review Section 355 Committee."

It is currently planned to place a draft Charter/Terms of Reference for the "Council Civic Centre and Works Depot Buildings Review Section 355 Committee" before Council at the Council Meeting to be held on 15 June 2017.

ATTACHMENTS

Nil

Questions With Notice - 18 May 2017

ITEM 17.8 **Canberra Sydney Corridor**
AUTHOR **Councillor Richard Opie**

With the growing anticipation of some form of fast rail from Sydney to Canberra is council adequately prepared to cope with the proposed influx of development, especially along the highways in this proposed growth corridor?

What planning issues need to be addressed especially in the villages of Collector and Gunning?

Has council a business plan in place to encourage population growth?

Has council a business plan in place to attract economic growth across the shire?

General Managers Comments

The Draft South East and Tablelands Regional Plan (Plan) aligns regional planning for housing and economic activity to existing and planned infrastructure investments.

The NSW Government will use the final Plan, along with annual monitoring of development activity, to advise infrastructure agencies about the timing of new developments to inform infrastructure service planning and asset management.

A Ministerial Direction will require all Councils to implement the directions and actions of the final Plan appropriate to their local area, in their council planning strategies and local environmental plans. Reviews of and amendments to these local strategies and plans will need to be consistent with the policies and actions in the final Plan.

Once finalised, the Plan will replace the Sydney – Canberra Corridor Regional Strategy 2006-31.

Council has previously endorsed the Economic Development Strategy 2015 – 2020.

ATTACHMENTS

Nil

Questions With Notice - 18 May 2017

ITEM 17.9 **Collector Cellar Door**
AUTHOR **Councillor Richard Opie**

Recently Collector wines were recognized in the 2017 Gourmet Traveller Wine magazine for the Canberra region Best Small Cellar Door. A great result for the shire.

Is it possible for Council to make some form of presentation/award or at least a letter of merit or/and provide some publicity for the cellar door?

General Managers Comments

It is an excellent result for the region that the Collector Wines Cellar Door has received this award and it is anticipated that it will generate additional visitation to the Collector village. The most powerful message that the Upper Lachlan Shire Council supports their success would be through a letter of congratulations from the Council Mayor.

With regards to publicising the business, this can certainly be undertaken through existing channels and within existing programs through both the Media Officer and the Tourism function.

ATTACHMENTS

Nil

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 18.1 in confidential session for the reasons indicated:

Item 18.1 Airstrip update

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18 CONFIDENTIAL SESSION

The following item is submitted for consideration -

18.1 Airstrip update