



BUSINESS PAPER

ORDINARY MEETING

Thursday 19 October 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

11 October 2017

Councillors

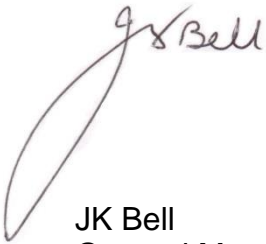
Dear Members

Ordinary Meeting of Council

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 19 October 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

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6.2 Malcolm Barlow - Audit Risk and Improvement Committee
Chairperson

6.3 Mr David Carter - Hydrotherapy Pool

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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 21 September 2017 12

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 21 SEPTEMBER 2017

PRESENT: Mayor B McCormack (Chairperson), Clr P Culhane, Clr R Cummins, Clr P Kensit, Clr D O'Brien, Clr J Searl, Clr J Stafford, Clr J Wheelwright, Mr A Croke (Acting General Manager), Mr M Shah (Director of Works and Operations), Mrs T Dodson (Director of Environment & Planning), Mrs H Peterson (Executive Assistant) and Ms D Crosbie (Media Officer).

The Mayor declared the meeting open at 6.03pm and noted the General Manager, John Bell is on annual leave and the Acting General Manager is Andrew Croke.

SECTION 1: APOLOGIES & LEAVE OF ABSENCE

An apology was received for the absence of Clr R Opie.

275/17 **RESOLVED** by Clr Searl and Clr Kensit that the apology be received and leave of absence granted.

- CARRIED

SECTION 2: CITIZENSHIP CEREMONY

Nil

SECTION 3: DECLARATIONS OF INTEREST

Nil

276/17 **RESOLVED** by Clr McCormack and Clr Searl

That Council amend the confirmed minutes of the Ordinary Meeting held 20 July 2017 under Resolution No 230/17 to show that Clr McCormack abstained from voting on the composition of the Building Review Section 355 Committee.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
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Clr McCormack addressed the meeting as follows:

I, Clr Brian McCormack, apologise to Clr John Stafford in relation to taking over the Chairperson role before the motion 230/17 was put to the vote of Council.

Clr Stafford accepted Clr McCormack's apology.

SECTION 4: CONFIRMATION OF MINUTES

277/17 **RESOLVED** by Clr Searl and Clr Stafford

That the minutes of the Ordinary Council Meeting held on 17 August 2017 be adopted.

- CARRIED

Clr O'Brien requested to address the meeting and clarified his situation on voting on Resolution 242/17, which was a subsequent motion to Resolution 241/17 Item 9.3 McIntosh Road Proposed Storage Shed, at the Council Meeting held 17 August 2017 an item in which he declared a Non Pecuniary Non Significant Interest.

SECTION 5: MAYORAL MINUTES

ITEM 5.1 **MAYORAL MINUTE AUGUST/SEPTEMBER 2017**

278/17 **RESOLVED** by Mayor McCormack and Clr Searl

That Council receive and note the activities attended by the Mayor for August/September 2017.

- CARRIED

SECTION 6: PRESENTATIONS TO COUNCIL/PUBLIC

1. Clr Kensit addressed the meeting.
2. Ms Jenny Bennett addressed the meeting on the CENTROC Annual Report.

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SECTION 7: CORRESPONDENCE

ITEM 7.1 CORRESPONDENCE ITEMS FOR THE MONTH OF SEPTEMBER 2017

279/17 **RESOLVED** by Cllr Searl and Cllr Wheelwright

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

1. Kiamma Creek Landcare Group – Thanks for assistance with disable ramp and official opening.

280/17 **RESOLVED** by Cllr Cummins and Cllr Kensit

1. That Council supports the official opening of the pedestrian access ramp and the “Music in the Park” event, as proposed to be held on 18 November 2017 with the attendance of the Mayor and any other interested Councillors.

- CARRIED

2. Kiamma Creek Landcare Group – Request to place a mural on east side of Disabled Ramp.

281/17 **RESOLVED** by Cllr Cummins and Cllr Kensit

1. That Council gives its approval for the proposed project of providing murals on both sides of the pedestrian access ramp as detailed by the Kiamma Creek Landcare Group, at no cost to Council.

- CARRIED

3. Department of Immigration – Australian Citizenship Ceremonies – Protest Practice of Celebrating Australia Day.

- CARRIED

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SECTION 8: LATE CORRESPONDENCE

ITEM 8.1 LATE CORRESPONDENCE FOR SEPTEMBER 2017
282/17 RESOLVED by Clr Wheelwright and Clr Kensit

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

1. Minister for Infrastructure and Transport, The Hon Darren Chester MP – Bridges Renewal Program Round 3 – Successful project Kiamma Creek Bridge.

- CARRIED

REPORTS FROM STAFF AND STANDING COMMITTEES

SECTION 9: ENVIRONMENT AND PLANNING

ITEM 9.1 MONTHLY WEEDS ACTIVITIES REPORT
283/17 RESOLVED by Clr Searl and Clr Stafford

1. Council receives and notes the report as information.

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

Councillors who voted against:- Nil

- CARRIED

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ITEM 9.2 DEVELOPMENT STATISTICS FOR THE MONTH OF AUGUST 2017

284/17 RESOLVED by Clr Searl and Clr Wheelwright

1. Council receives and notes the report as information.

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

Councillors who voted against:- Nil

- CARRIED

ITEM 9.3 DRAFT PLAN OF MANAGEMENT - ROBERTS STREET CARPARK, CROOKWELL

RECOMMENDED by Clr Cummins and Clr Kensit

1. Council adopts the Plan of Management – Roberts Street Carpark, Crookwell.

A foreshadowed motion was moved by Clr Cummins and Clr Searl that Council does not adopt the Draft Plan of Management – Roberts Street Carpark Crookwell and that alternate locations be investigated by the Upper Lachlan Tourist Association.

On being put to the meeting the foreshadowed motion was carried.

285/17 RESOLVED by Clr Cummins and Clr Searl

1. That Council does not adopt the Draft Plan of Management – Roberts Street Carpark, Crookwell and that alternate locations be investigated by the Upper Lachlan Tourist Association.

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

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Councillors who voted against:- Nil

- CARRIED

SECTION 10: WORKS AND OPERATIONS

ITEM 10.1 WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE
286/17 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
287/17 RESOLVED by Clr Searl and Clr Kensit

1. Council receive the report and note the information.

- CARRIED

A motion was moved by Clr Cummins and Clr Kensit that the Director of Works and Operations prepares a report for the 19 October 2017 Council Meeting, on the scope of the works for the Streetscape Plan to include but not be limited to:

- A. Details to undertake construction;
- B. Identify works required to achieve the theme/s identified in the Streetscape Plan; and
- C. Functional design and engineering design details.

On being put to the meeting the motion was carried.

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288/17

RESOLVED by Clr Cummins and Clr Kensit

1. that the Director of Works and Operations prepares a report for the 19 October 2017 Council Meeting, on the scope of the works for the Streetscape Plan to include but not be limited to:
 - A. Details to undertake construction;
 - B. Identify works required to achieve the theme/s identified in the Streetscape Plan; and
 - C. Functional design and engineering design details.

- CARRIED

ITEM 10.3

CLIFTON PARK CRICKET NETS & PRACTICE WICKET

289/17

RESOLVED by Clr O'Brien and Clr Cummins

1. Council allocates \$9,000 from Section 94 Development Contributions Reserve (Open Space – Crookwell town) towards the completion of the Clifton Park cricket practice net facility improvements.

- CARRIED

ITEM 10.4

ROAD MAINTENANCE COUNCIL CONTRACT (RMCC) – WORKS DIVISION

290/17

RESOLVED by Clr Searl and Clr O'Brien

1. Council receives the report and notes the information.

- CARRIED

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ITEM 10.5 **REGIONAL AND LOCAL ROAD DRAINAGE MAINTENANCE**
291/17 **RESOLVED** by Cllr Searl and Cllr Kensit

1. Council endorse the proposed strategy outlined in the report and;
2. Council continue with the current drainage allocations, including the Natural Disaster funding repairs approved as a part of the Operational Plan 2017/18.

- CARRIED

ITEM 10.6 **WATER SUPPLY AND SEWERAGE SERVICES UPDATE**
292/17 **RESOLVED** by Cllr Searl and Cllr O'Brien

1. Council receive the report and note the information.

- CARRIED

ITEM 10.7 **CROOKWELL LANDFILL UPGRADE PROJECT**
293/17 **RESOLVED** by Cllr Wheelwright and Cllr Culhane

1. Council endorse the progression of the project; and
2. Council authorise the Director Works and Operation to consult with adjacent landowners regarding the Crookwell Landfill upgrade project.

- CARRIED

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ITEM 10.8 **ABERCROMBIE BRIDGE UPGRADE - PROJECT UPDATE**
294/17 **RESOLVED** by Cllr Wheelwright and Cllr O'Brien

1. Council approve the proposed strategy indicated in the report; and
2. Council authorise Director Works and Operations to execute necessary actions in order to complete this project.

- CARRIED

ITEM 10.9 **CROOKWELL MEMORIAL OVAL UPGRADE**
295/17 **RESOLVED** by Cllr O'Brien and Cllr Searl

1. Council receives this report and notes the information contained within the report.

- CARRIED

ITEM 10.10 **NEW ENGINEERING PLAN CHECKING FEES**
296/17 **RESOLVED** by Cllr Searl and Cllr Wheelwright

1. Council place on public exhibition the proposed new engineering plan checking fees for 28 days; and
2. Council adopt the new fees if no public submissions are received within the advertising period.

- CARRIED

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ITEM 10.11 **CROOKWELL LANDFILL UPGRADE - REQUEST FOR
COMPENSATION
RECOMMENDATION** That –

1. Council increase Mr Fahey's charges by CPI for two years and reject further compensation for previous years.
2. Council review the arrangements with Mr Fahey after the recommendations of GHD are implemented and EPA requirements are met.
3. Council rejects additional proximity compensation payments.
4. Council defer any agreements with Mr Kadwell regarding access to cover material or dam subject to the progress of the GHD design and identified need.

This motion lapsed for want of mover and seconder.

At this time the Mayor allowed 5 minutes for Mr Marcus Kollakides, Mr Garry Kadwell and Mr Geoff Fahey to address the meeting on Item 10.11.

A foreshadowed motion was moved by Cllr Culhane and Cllr Wheelwright that Council defer the decision on Item 10.11 to be discussed in Closed Council for consideration of the matter in accordance with Section 10A 2 (c) of the Local Government Act 1993.

A further foreshadowed motion was moved by Cllr Cummins that the recommendation be held in abeyance until a working party can be formed to consider all these matters. The working party to consist of Councillors, Senior Staff, members of the community, EPA and GHD.

On being put to the meeting the first foreshadowed motion was carried.

297/17 **RESOLVED** by Cllr Culhane and Cllr Wheelwright

1. Council defer the decision on Item 10.11 to be discussed in Closed Council for consideration of the matter in accordance with Section 10A 2 (c) of the Local Government Act 1993.

- CARRIED

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Clr Cummins called a division.

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

Councillors who voted against:- Cr R Cummins

OPEN COUNCIL RESUMED THE TIME BEING 10.17PM.

298/17 **RESOLVED** by Clr Wheelwright and Clr Kensit

1. Council receive and note the report as information and following further consultation between senior management and the two adjoining landowners, a report to be brought back to Council on the outcome of that consultation.

- CARRIED

SECTION 11: FINANCE AND ADMINISTRATION

ITEM 11.1 INVESTMENTS FOR THE MONTH OF AUGUST 2017

299/17 **RESOLVED** by Clr Wheelwright and Clr O'Brien

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

- CARRIED

ITEM 11.2 BANK BALANCE AND RECONCILIATION - 31 AUGUST 2017

300/17 **RESOLVED** by Clr O'Brien and Clr Searl

1. Council receive and note the report as information.

- CARRIED

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ITEM 11.3 **RATES AND CHARGES OUTSTANDING AT 31 AUGUST 2017**
301/17 **RESOLVED** by Clr Searl and Clr O'Brien

1. Council receive and note the report as information.

- CARRIED

ITEM 11.4 **REFERRAL FOR AUDIT OF THE 2016/2017 FINANCIAL**
302/17 **STATEMENTS**
RESOLVED by Clr Searl and Clr Wheelwright

1. Council resolves that the 2016/2017 Financial Statements be referred for independent audit by external auditors, Audit Office of NSW;
2. The Mayor, Deputy Mayor, General Manager and the Manager of Finance and Administration sign the Statement by Councillors and Management for the General Purpose and Special Purpose 2016/2017 Financial Statements;
3. Council adopt the 2016/2017 Financial Statements for Council, containing the General Purpose and Special Purpose Financial Statements; and
4. The General Manager be delegated the authority to authorise the Council 2016/2017 Financial Statements for issue immediately upon receipt of the Auditors Report and delegated the authority to finalise the date at which the Auditor's Report and Financial Statements are presented to the public.

- CARRIED

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ITEM 11.5 **REVIEW OF DISPOSAL OF COUNCIL ASSETS POLICY**
303/17 **RESOLVED** by Clr Searl and Clr O'Brien

1. Council adopts the reviewed Disposal of Council Assets Policy.

- CARRIED

ITEM 11.6 **REVIEW OF DISPOSAL OF COUNCIL REAL ESTATE POLICY**
304/17 **RESOLVED** by Clr Searl and Clr Kensit

1. Council adopts the reviewed Disposal of Council Real Estate Policy.

- CARRIED

SECTION 12: GENERAL MANAGER

ITEM 12.1 **STAFFING MATTERS**
305/17 **RESOLVED** by Clr Searl and Clr Wheelwright

1. Council receive and note the report as information.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
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ITEM 12.2 ELECTION OF DEPUTY MAYOR (SECTION 231, LOCAL GOVERNMENT ACT, 1993)

306/17 RESOLVED by Cllr Wheelwright and Cllr Searl

1. The Mayor declared Councillor John Stafford as Deputy Mayor.

- CARRIED

ITEM 12.3 COUNCIL AGENDA FORMAT AND COMMITTEES STRUCTURE

307/17 RESOLVED by Cllr Searl and Cllr O'Brien

1. Council adopts Schedule A as the Agenda for the business of the Ordinary Meeting of Council.
2. Council adopts Schedule B as being appropriate for the various Committee structures, current Committee memberships and appointment of representations/delegates.
3. Council appoints the below-mentioned Committees in accordance with Clause 260 of the Local Government (General) Regulation 2005.

- CARRIED

SCHEDULE A

AGENDA

Ordinary Council Meetings

Ordinary meetings of Council shall normally be held on the third Thursday of each month (excluding January) commencing at 6.00pm (unless otherwise resolved by Council), adjourning for a meal break if necessary.

The business of the Ordinary Meeting of Council shall be:

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1. Apologies and Leave of Absence
2. Citizenship Ceremonies
3. Declarations of Interest
4. Confirmation of Ordinary Meeting Minutes
5. Mayoral Minutes
6. Presentations to Council/Public
7. Correspondence
8. Late Correspondence
9. Reports from Environment & Planning
10. Reports from Works & Operations
11. Reports from Finance & Administration
12. Reports from the General Manager
13. Late Reports
14. Reports from Other Committees, Section 355 Committees and Delegates
15. Business without Notice
16. Notices of Motion
17. Questions with Notice
18. Closed Council Reports.
19. Late Closed Council Reports

The correspondence reported to Council in the Business Paper shall generally be the cover sheet, introduction/precis of the matter, with the whole document tabled at such meeting.

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SCHEDULE B

COMMITTEES AND COUNCILLOR MEMBERSHIP

Audit, Risk & Improvement Committee

Function:

The Audit, Risk & Improvement Committee will act as an advisory Committee to Council. The primary role of the Committee is to assist Council in the effective operation of its responsibilities for financial reporting, risk management, investments, governance, to maintain and review the internal control systems and to facilitate the organisation's ethical development. The Audit, Risk & Improvement Committee will liaise with Council's external auditor and internal auditor to facilitate achieving the organisational goals and maintaining efficient work practices.

Council Delegates: - Cllr Culhane, Cllr Wheelwright and Cllr Cummins.

Staff Representation (non-voting): - General Manager, Director of Finance & Administration and Manager of Finance & Administration.

Community Representation: Mr William Martin, Mr Malcolm Barlow and Mr Denis Marshall.

Meets: Quarterly.

Minute Secretary: Management Accountant.

Code of Conduct Committee/Sole Conduct Reviewers

Function:

The following are the objectives for the Code of Conduct Committee –

- Give consideration to any complaints that may be received by or from Council in respect to corrupt conduct, maladministration and waste of public resources.
- Investigate such complaints and then report upon the findings of such complaints.
- Maintain close liaison with the NSW Ombudsman and the Independent Commission Against Corruption.
- Advise any complainants of the outcome of such investigation.

In accordance with the "Procedures for the Administration of the Model Code of Conduct", Council must by resolution establish a panel of conduct reviewers. Council may by resolution, enter into an arrangement with one or more other Councils to share a panel of conduct reviewers.

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At the Council Meeting held on 17 August 2017 under resolution no. 255/17 Council resolved that Council in accordance Clause 6.2 (b) of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW, utilise the NSW Procurement Prequalification Scheme – Performance and Management Services (Sub-category 4e Investigation Services) suppliers list as the appointed new panel of conduct reviewers.

Panel of Conduct Reviewers/Sole Conduct Reviewer: Selected from the NSW Procurement Prequalification Scheme – Performance and Management Services (Sub-category 4e Investigation Services) suppliers list, as required.

Council Delegates: Nil.

Meets: As and when required.

Minute Secretary: Executive Assistant.

Consultative Committee

Function:

To provide a forum for consultation between Council and its employees to positively co-operate in the implementation of award restructuring and ensuing workplace reform to enhance the efficiency and productivity of the Council and to provide employees with access to career opportunities and more fulfilling, varied and better paid jobs.

In an advisory capacity only, to consider:

- Commitment to equal employment opportunity principles.
- New work function descriptions.
- Organisation structure.
- Personnel policies and practices and employment arrangements.
- Work and Management practices and employment arrangements.
- Skills audit and job analysis.
- Council competency standards for progression within the skills - based award.
- Multi-skilling opportunities.
- New career paths within the terms of the skills-based award.
- Council agreements which may include such items as:-
 - hours of work;
 - training;
 - performance;
 - local conditions;
 - salary points; and
 - work practices.

UPPER LACHLAN SHIRE COUNCIL
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Minute Secretary: Executive Assistant

Council Membership: Clr Searl - **has observer status only as this is an operational committee** (Clr Cummins as alternate observer).

Meets: First Monday bi-monthly at 10.30am.

Other Representation: David Scott (Chair), Susie Pearman, Chris Wray, Michael Wilson, Rodney Stephenson (LGEA), Brian Smithers (DEPA), General Manager, Director of Environment & Planning, Director of Works & Operations, Manager of Finance & Administration, Human Resource Coordinator (Management).

Performance Review Committee - General Manager

Function:

- To assess the performance of the General Manager against agreed objectives and performance criteria.
- Council is in compliance with Circular 07-52 from the Director General of the Department of Local Government directing that the whole process of performance management be delegated to a Performance Review Panel, including decisions about performance, any actions that should be taken, and the determination of the new performance agreement.
- Whilst the Council can undertake the performance management of its General Manager, it delegates this task to the Performance Review Panel.
- It is Council practice to enable Councillors not on the Panel to provide feedback to the Mayor in the week prior to each performance review.
- The Performance Review Panel provides a superior forum for constructive discussion and feedback.
- The result of the Performance Review will be reported to a closed meeting of Council.
- As per the Department of Local Government Circular 07-52 direction, the report in the closed meeting of Council is not to be an opportunity to debate the results, or re-enact the performance management of the General Manager.

Council Delegates: The Mayor, Deputy Mayor, Clr O'Brien and Clr Searl.

Meets: Annually (each February).

Tenders Committee

Council Delegates: - All Councillors (Mayor as Chair).

Staff Representation: - General Manager and the appropriate Directors.

Meets: As and when required.

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Minute Secretary: Executive Assistant.

Other Staff Involved: Director of Works & Operations, Director of Environment & Planning, Director of Finance & Administration, Manager of Finance & Administration, Manager of Works, Manager of Operations, Plant Superintendent, Manager of Environment & Planning and Manager of Noxious Weeds (as required).

Traffic Committee

Function:

Primarily a technical review committee that advises Council on traffic related matters in the Upper Lachlan Shire Council area.

Note: *Where Council decides to act contrary to the Traffic Committee advice, written notification must be provided to the Roads and Maritime Service and to the NSW Police Force with no further action taken within 14 days from the date of written notification.*

Council Delegate: Cllr McCormack; (Cllr Searl and Cllr Cummins as alternate representatives).

Meets: Quarterly

Minute Secretary: Engineering Executive Assistant

Other Representation: RMS representative (1), Police Representative (1) and Local Members Representatives (2).

Other Staff Involved: Director of Works & Operations, Manager of Works, WHS Coordinator, and Assets & Risk Management Coordinator (as required).

Workplace Health and Safety Committee

Function:

In an advisory capacity to:

- Keep under review the measures taken to ensure the health and safety of the persons at the place of work;
- Investigate any matter at the place of work which a member of the Committee or a person employed there at considers is not safe or is a risk to health, and which has been brought to the attention of the employer;

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- Attempt to resolve any such matter but, if it is unable to do so, shall request an inspector under the associated work health and safety legislation to undertake an inspection of the place of work for the purpose;
- Assist in the development of an appropriate recording system of accidents and hazardous situations in respect of the place of work;
- Assist in the development of safe working environment and safe systems of work;
- Monitor the measures taken to ensure the proper use, maintenance and, if necessary, replacement of equipment considered likely to create hazardous situations;
- Make such recommendations as it thinks appropriate to ensure the health and safety of persons at that place of work.

Council Membership: Cllr Cummins - **has observer status only as this is an operational committee** (Cllr Culhane as alternate observer).

Meets: First Monday bi-monthly at 9.30am.

Minutes Secretary: Executive Assistant.

Other Representation: M Wilson - Chair (Works Staff), S Poidevin (Works Staff), S Hassett (Engineering Assistant), S Roberts (Works Staff), S Bill (Noxious Weeds), P Cramp (Workshop), T Besley (Store), K Kara (Human Resources Coordinator), B Churchill (WH&S Coordinator), General Manager (Management) and Manager of Works (Management).

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SECTION 355 COMMITTEES

Bigga Memorial Hall Committee

Functions of the Committee: The care, control and management of the Bigga Memorial Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Clr Wheelwright.

Staff Representation: Director of Environment & Planning (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Binda Cemetery Committee

Functions of the Committee: The care control and management of the Binda Cemetery in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Clr Wheelwright.

Staff Representation: Director of Works & Operations (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Binda Hall Committee

Functions of the Committee: The care control and management of the Binda Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Clr Wheelwright.

Staff Representation: Director of Environment & Planning (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Breadalbane Community Hall Committee

Functions of the Committee: The care, control, management and organisation of the Breadalbane Community Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

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Council Delegate: Clr Searl.

Staff Representation: Director of Environment & Planning (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Building Review Committee

Functions of the Committee: To provide recommendations to Council on options for possible locations for a new Community and Civic Centre and the possible relocation of the Works Depot in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegates: Clr Opie, Clr Cummins and Clr Kensit.

Staff Representation: - General Manager, Director of Works & Operations, Director of Environment & Planning and Director of Finance & Administration.

Community Representation: Mr Jerome Rowley, Mr Peter Mayoh and Mr Sean Proudman.

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Collector Oval Committee

Functions of the Committee: The care, control, management and organisation of the Collector Oval in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Clr Searl.

Staff Representation: Director of Works & Operations (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Collector Pumpkin Festival

Functions of the Committee: The care, control, management and organisation of the Collector Pumpkin Festival in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Clr Searl and Clr Opie (as alternate representative).

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Staff Representation: Tourism Manager and Tourism Officer (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Collector Wind Farm Community Enhancement Fund Committee

Function: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor and Cllr Searl (as alternate representative).

Staff Representation: General Manager and Director of Environment & Planning (as alternate representative).

Community Representation: Two vacancies (EOI's yet to be advertised).

Wind Farm Representation: To be announced (Collector Wind Farm representative).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Community Technology Centre Committee

Functions of the Committee: The care, control, management and organisation of the Community Technology Centres in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Cllr Opie.

Staff Representation: - Director of Finance & Administration.

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Crookwell Christmas in the Park Committee

Functions of the Committee: The care, control, management and organisation of the Crookwell Christmas in the Park function in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Cllr O'Brien and Cllr Kensit.

Staff Representation: - Director of Finance & Administration (as required).

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Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy

Crookwell & District Arts Council

Functions of the Committee: The care, control, management and organisation of the Crookwell Arts Council in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Clr Kensit.

Staff Representation: - Director of Finance & Administration (as required).

Meets: Monthly.

Crookwell & District Historical Society

Functions of the Committee: The care control and management of the history of the Crookwell portion of the area in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Clr Culhane and Clr Kensit.

Meets: Second Thursday of each month.

Crookwell II & III Wind Farms Community Enhancement Fund Committee

Function: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegates: Clr Culhane and Clr Cummins (as alternate representative).

Staff Representation: General Manager and Director of Environment & Planning (as alternate representative).

Community Representation: Two vacancies (EOI's yet to be advertised).

Wind Farm Representation: To be announced (Crookwell II Wind Farm representative).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

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Crookwell Potato Festival Committee

Functions of the Committee: The care, control, management and organisation of the annual Crookwell Potato Festival in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any budget that is voted by Council annually.

Council Delegate: Cllr Opie, Cllr Kensit and Cllr Culhane (as alternate representative).

Staff Representation: - Tourism Manager and Tourism Officer.

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Crookwell Memorial Hall Committee

Functions of the Committee: The care, control and management of the Crookwell Memorial Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council. Responsibility for the care, control and management of the Crookwell Memorial Hall for a period of five years from 1 September 2008 in accordance with the Management arrangement with Council.

Council Delegate: Cllr O'Brien.

Staff Representation: - Director of Environment & Planning and Manager of Library Services (as required).

Meets: Bi-monthly

Cullerin Wind Farm Community Enhancement Fund Committee

Function: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegates: Mayor and Cllr Searl (as alternate representative).

Staff Representation: General Manager and Director of Environment & Planning (as alternate representative).

Community Representation: Mrs J Boyce and one vacancy (EOI's yet to be advertised).

Wind Farm Representation: Ms Katrina Nelson (Cullerin Wind Farm representative) and Mrs Rachael Foley (as alternate representative).

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Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Dalton Power Station Community Enhancement Fund Committee

Function: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor and Cllr Searl (as alternate representative).

Staff Representation: Director of Environment & Planning (where required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Economic Development Task Force Committee

Function: To consider and improve economic development strategies for the Upper Lachlan Shire, to act as an umbrella group for other organisations in the Shire with the Taskforce's aims being:

- To work closely with Shire staff and Council, especially the Environment and Planning Department via the Economic Development Officer.
- To develop and pursue strategies to improve the services, infrastructure and lifestyle of the shire.
- To increase the job opportunities in the Shire allowing existing businesses to be successful and expand.
- To increase the population of the shire in a controlled manner by promoting the residential qualities, relaxed lifestyle and attractiveness of the area.
- To identify, plan and attract professionals, businesses and light industry to the Shire.
- To build on the Shire's rural strengths.

Council Delegates: Cllr Culhane, Cllr Stafford and Cllr Opie

Staff Representation: Economic Development Officer and Director of Environment & Planning (where required).

Community Representation: Mr Andrew Linder, Mrs Peta Luck and Mr David Johnson.

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

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Gullen Range Wind Farm Community Enhancement Fund Committee

Function: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor or Cllr Culhane (as alternate representative).

Staff Representation: General Manager and Director of Environment & Planning (as alternate representative).

Community Representation: Mr Floyd Davies and Mr David Johnson.

Goulburn Mulwaree Representation: Mrs Louise Wakefield.

Wind Farm Representation: Mr Derek Powell (Gullen Range Wind Farm representative).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Gunning Courthouse Management Committee

Functions of the Committee: The care, control, management and organisation of the Gunning Courthouse Centre in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Cllr Searl.

Other Staff Involved: Director of Environment & Planning (when required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Gunning Golf Club Management Committee

Functions of the Committee: The care, control, management and organisation of the Gunning Golf Club in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Cllr Searl.

Staff Representation: Director of Works & Operations (where required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

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Gunning Shire Hall and Showground Precinct Advisory Committee

Functions of the Committee: To provide advice with respect to the care, control, management and organisation of the Gunning Shire Hall and Showground Precinct in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Clr Searl.

Staff Representation: Director of Works & Operations and Director of Environment & Planning (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Pye Cottage Precinct Committee

Functions of the Committee: To provide advice with respect to the care, control, management and organisation of the Pye Cottage and Precinct in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Clr Searl.

Staff Representation: Director of Works & Operations and Director of Environment & Planning (as required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Rye Park Wind Farm Community Enhancement Fund Committee

Function: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

Council Delegate: Mayor or Clr Wheelwright (as alternate representative).

Staff Representation: General Manager and Director of Environment & Planning (as alternate representative).

Community Representation: Two vacancies (EOI's yet to be advertised).

Wind Farm Representation: To be announced (Rye Park Wind Farm representative).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

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Sporting Fields Committee

Function: To advise Council on matters involving the use, maintenance and improvement of Sporting Fields throughout the Upper Lachlan Shire.

Council Delegates: Clr Culhane (Chair), Clr O'Brien, Clr Stafford and Clr Opie.

Minute Secretary: Engineering Executive Assistant.

Staff Representation: Manager of Works and Parks & Gardens Supervisor, Director of Works & Operations (where required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Stonequarry Cemetery Committee

Functions of the Committee: The care control and management of the Stonequarry Cemetery in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Clr Stafford.

Staff Representation: Director of Works & Operations (where required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Taralga War Memorial Hall Committee

Functions of the Committee: The care, control, management and organisation of the Taralga Memorial Hall in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any funds that may be voted by Council from time to time.

Council Delegate: Clr Stafford.

Staff Representation: Director of Environment & Planning (when required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Taralga Wind Farm Community Enhancement Fund Committee

Function: To provide recommendations to Council prioritising available project funding involving the Community Enhancement Program for the benefit of the eligible target community.

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Council Delegate: Mayor or Cllr Stafford (as alternate representative).

Staff Representation: General Manager and Director of Environment & Planning (as alternate representative).

Community Representation: Mr Brian Moloney and Mr Craig Croker.

Wind Farm Representation: Mr Derek Dymond.

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Tony Foley Memorial Gunning District Community Centre Committee

Functions of the Committee: The care control and management of the Tony Foley Memorial Gunning District Community Centre in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Cllr Searl.

Staff Representation: Director of Environment & Planning (where required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Tuena Hall and Recreation Area Committee

Functions of the Committee: The care control and management of the Tuena Hall and Recreation Area in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Cllr Wheelwright.

Staff Representation: Manager of Works (where required).

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Upper Lachlan Access Committee

Functions of the Committee: Provide input to Council on access issues and to assist with the ongoing development of the Disability Action Plan.

Council Delegate: Cllr Searl, Cllr Opie, Cllr Kensit and Cllr Wheelwright (as alternate representative).

Minute Secretary: Engineering Executive Assistant.

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Staff Representation: Director of Works & Operations and Director of Environment & Planning (where required).

Meets: Quarterly

Upper Lachlan Australia Day Committee

Functions of the Committee: The Australia Day Committee will be responsible for the co-ordination of the official Australia Day celebrations across the Upper Lachlan Shire. Subject to the Australia Day Guidelines the Committee's responsibilities in respect of this event are as follows:

- a) The Committee will: organise the Ambassador, provide recommendations to Council on the annual Australia Day Awards and be responsible for expenditure as per Operational Management plan allocation.
- b) The Council will: be responsible for any administrative assistance to the Committee and be responsible for funding as per the management plan for the current year

Council Delegates: Clr Kensit, Clr Stafford, Clr O'Brien and Clr Searl (as alternate representative).

Minute Secretary: Executive Assistant.

Staff Representation: - Director of Finance & Administration.

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

Upper Lachlan Tourist Association

Functions of the Committee: The care control and management of the tourist function of the Upper Lachlan area in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegates: Clr Searl, Clr Opie, Clr Stafford and Clr Kensit.

Staff Representation: Tourism Manager.

Meet: Second Monday bi-monthly at 1.00pm.

Other Staff Involved: Director of Finance & Administration and Manager of Finance and Administration (as alternate delegate).

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Youth Council (YA'MAD)

Functions of the Committee: The care, control, management and organisation of the Upper Lachlan Shire Youth Council in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within any budget that is voted by Council annually.

Council Delegate: Cllr Kensit.

Staff Representation: - Economic Development Officer.

Meets: As required as per Upper Lachlan Shire Council Sec 355 Committee Policy.

COUNCIL DELEGATES / REPRESENTATIONS (OTHER THAN COUNCIL COMMITTEES)

CBRJO

Objective: To advocate on agreed regional positions and priorities for South East NSW whilst providing a forum for regional cooperation and resource sharing and nurturing investment and infrastructure development.

Membership: Bega Valley Shire Council, Eurobodalla Shire Council, Goulburn Mulwaree Council, Hilltops Council, Queanbeyan-Palerang Regional Council, Snowy Monaro Regional Council, Upper Lachlan Shire Council, Yass Valley Council and the ACT Government.

Council Delegate: Mayor

Staff Representation: General Manager

Meets: Quarterly

CENTROC

Objective: To advocate on agreed regional positions and priorities for Central NSW whilst providing a forum for facilitating regional cooperation and sharing of knowledge, expertise and resources effectively nurturing sustainable investment and infrastructure development.

Membership: Bathurst Regional Council, Blayney Shire Council, Cabonne Council, Cowra Shire Council, Forbes Shire Council, Hilltops Council, Lachlan Shire Council, Lithgow City Council, Oberon Shire Council, Orange City Council, Parkes Shire Council, Upper Lachlan Shire Council, Weddin Shire Council and Central Tableland Water County Council.

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Council Delegate: Mayor

Staff Representation: General Manager

Meets: Quarterly

Collector Community Association

Council Delegate: Clr Searl.

Meets: Monthly

Collector Wind Farm Community Consultative Committee

Council Delegate: Mayor and Clr Searl (as alternate representative).

Meets: As required.

Crookwell Community Consultation Committee (Health)

Council Delegate: Clr Kensit and Clr Culhane (as alternate representative).

Meets: Second Wednesday of the month at 10.30am

Goulburn-Crookwell Rail Trail Working Party

Council Delegate: Clr Culhane

Staff Representative: Director of Works & Operations, Economic Development Officer and Tourism Manager.

Meets: As required

Gullen Range Wind Farm Community Consultative Committee

Council Delegate: Clr Culhane and Clr Wheelwright (as alternate representative).

Meets: As required.

Gunning District Association

Council Delegate: Clr Searl.

Meets: Monthly

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Gunning District Community and Health Service Inc Management Committee

Council Delegate: Vacant

Meets: Monthly

Gunning & District Historical Society

Council Delegate: Clr Searl.

Meets: Fourth Thursday of each month.

Gunning Wind Farm Community Enhancement Program Advisory Group

Council Delegate: Mayor.

Staff Representation: General Manager.

Meets: As required.

Kiamma Creek Landcare Group

Council Delegate: Clr Cummins

Meets: Quarterly

Local Government NSW (LGNSW)

Objective: To promote the interests of Metropolitan, Rural and Urban Councils at a divisional level.

Membership: All Councils in NSW.

Council Delegate: Mayor

Staff Representation: General Manager

Meets: As required.

Rye Park Wind Farm Community Consultative Committee

Council Delegate: Clr Wheelwright and Clr Kensit (as alternate representative).

Meets: As required.

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South East Australian Transport Strategy Inc (SEATS)

Objective: To stimulate and facilitate investment in transport and infrastructure in south eastern NSW, eastern Victoria and the ACT.

Council Delegate: Cllr Wheelwright and Cllr Opie (as alternate representative).

Staff Representation: Director of Works & Operations

Meets: Quarterly

South East Sports Academy (SESA)

Council Delegate: Mayor

Meets: Quarterly

Southern Tablelands Bush Fire Management Committee

Council Delegate: Cllr Wheelwright and Cllr Culhane (as alternate representative).

Meets: Quarterly

Staff Representation: Manager of Operations.

Note: *This Committee is a statutory Committee appointed under the Rural Fires Act.*

Southern Tablelands Regional Arts Board

Council Delegates: Cllr Kensit and Tourism Manager.

Meets: Quarterly

Staff Representation: Director of Finance & Administration (when required).

Southern Tablelands (Rural Fire Services) Zone Liaison Committee

Council Delegate: Cllr Wheelwright and Cllr Culhane (as alternate representative).

Staff Representation: Manager of Operations

Meets: Quarterly

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Taralga & District Historical Society

Functions of the Committee: The care control and management of the history of the Taralga portion of the area in accordance with the requirements of the Local Government Act and Regulations, 1993, Council policies and within the funds voted by Council.

Council Delegate: Clr Stafford.

Meets: As required

Upper Lachlan Joint Regional Planning Panel

Function: To determine designated development applications and other development applications as prescribed.

Council Delegate: Clr Cummins and Clr Culhane.

Staff Delegate: Director of Environment & Planning.

Meets: As required.

Upper Lachlan Local Emergency Management Committee

Function:

- To develop and maintain a Consequences Management Guide (CMG) for Upper Lachlan Shire.
- To review local emergency service organisational and functional area plans.
- Produce specific local hazard management plans if appropriate.
- Arrange emergency management training for individuals, including individuals employed in emergency service organisations and functional areas.
- Arrange the conduct of exercises to train individuals and agencies to test emergency management plans.
- Produce Standing Orders and instructions and standard operating procedures under the local CMG.
- Assist the District Emergency Management Committee as required in the preparation and review of the District CMG.

Council Delegate: Clr Wheelwright and Clr Searl (as alternate representative)

Council Membership:

- Director of Works & Operations – (LEMC Chairman)
- Manager of Works – (LEMO)
- Design Engineer (Transport) (as required).

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- Director of Environmental & Planning (Environment/Health) (as required).

Meets: Quarterly

Minute Secretary: Engineering Executive Assistant.

Upper Lachlan Regional Catchment Management Committee

Council Delegates: Cllr Wheelwright.

Meets: Bi-monthly

The Mayor adjourned the meeting the time being 8.55pm.

The meeting resumed the time being 9.00pm.

ITEM 12.4 COUNCIL MEETINGS - TIMES AND FREQUENCY
308/17 RESOLVED by Cllr Wheelwright and Cllr Searl

1. Ordinary Council Meetings are to be held on the third Thursday of the month at Crookwell (no meeting held in January) with the exception of the Ordinary Council Meeting on Thursday, 16 November 2017, to be held at Gunning, with all meetings to commence at 6.00pm, as per the following schedule of meeting times and dates:
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 19 October 2017 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Gunning on Thursday, 16 November 2017 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 21 December 2017 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 15 February 2018 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 15 March 2018 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 19 April 2018 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 17 May 2018 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 21 June 2018 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 19 July 2018 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 16 August 2018 commencing at 6.00pm.

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- Ordinary Council Meeting to be held at Crookwell on Thursday, 20 September 2018 commencing at 6.00pm.

- CARRIED

A foreshadowed motion was moved by Cr Cummins and Clr Kensit that at all ordinary meetings of Council, Councillors and Senior Staff are provided with microphones and that each ordinary meeting of Council is voice recorded. Any monies required for the implementation of this system shall be provided from the unspent monies of the unsuccessful move to the Memorial Hall.

On being put to the meeting the motion was lost.

Clr Cummins called a division

Councillors who voted for:-

Clrs R Cummins, P Kensit
and J Stafford

Councillors who voted against:-

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

A motion was moved by Clr Culhane and Clr Stafford that the option for Council to use microphones or any other measure to improve audibility at Ordinary Council meetings be investigated.

On being put to the meeting the motion was carried.

309/17

RESOLVED by Clr Culhane and Clr Stafford that the option for Council to use microphones or any other measure to improve audibility at Ordinary Council meetings be investigated.

- CARRIED

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**ITEM 12.5 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES
POLICY**

310/17 RESOLVED by Cllr Searl and Cllr Stafford

1. Upper Lachlan Shire Council under s253 of the Local Government Act 1993, adopts the Payment of Expenses & Provision of Facilities Policy.

- CARRIED

**ITEM 12.6 DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS
UNDER SECTION 449, LOCAL GOVERNMENT ACT, 1993.**

311/17 RESOLVED by Cllr Searl and Cllr Stafford

1. Council notes the tabling of the Disclosures by Councillors and Designated Person Returns and receives the report as information.

- CARRIED

ITEM 12.7 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2017

312/17 RESOLVED by Cllr Searl and Cllr Cummins

1. The Mayor and Deputy Mayor will attend the Annual Conference of Local Government NSW as the Council's Delegates and the General Manager as the Council's Observer and the Council delegates and observer will be reimbursed reasonable out of pocket expenses including any costs associated with the Mayor, Deputy Mayor and General

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Manager and their spouses attending the Annual Conference Dinner.

2. That the Mayor and Deputy Mayor present separate reports to Council on their experiences and involvement at the Annual Conference of LGNSW.

- CARRIED

ITEM 12.8
313/17

GROWING LOCAL ECONOMIES FUND

RESOLVED by Cllr Kensit and Cllr Culhane

1. Council sets a date and time to hold a briefing/workshop to discuss future Council projects that might be applicable projects for submission to the Growing Local Economies Fund for 2017/2018.

- CARRIED

ITEM 12.9
314/17

LOCAL GOVERNMENT CAPABILITY FRAMEWORK

RESOLVED by Cllr O'Brien and Cllr Searl

1. Council receive and note the report as information.

- CARRIED

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ITEM 12.10 ACTION SUMMARY - COUNCIL DECISIONS
315/17 RESOLVED by Clr Searl and Clr Wheelwright

1. Council receive and note the report as information.

- CARRIED

SECTION 13: LATE REPORTS

Nil

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

ITEM 14.1 REPORTS FOR THE MONTH OF AUGUST 2017
316/17 RESOLVED by Clr Searl and Clr Kensit

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

1. STARTS – Half Yearly Report.
2. Christmas in the Park Committee – Minutes from meeting held 1 August 2017.
3. Taralga Historical Society – Newsletter 3 – 2017.
4. Tourist Association – Minutes from meeting held 15 August 2017 and updated 2020 Strategic Plan.

ITEM 10 – 2017/18 REVISION OF TOURISM STRATEGIC PLAN
RECOMMENDED THAT

The revised Upper Lachlan Tourism Strategic Plan be forwarded to Council for adoption.

317/17 RESOLVED by Clr O'Brien and Clr Kensit that Item 10 of the Upper
Lachlan Tourism Association, the 2017/18 Upper Lachlan Tourism
Strategic Plan be adopted.

- CARRIED

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5. Building Review Committee – Minutes from meeting held 28 August 2017.

ITEM 4.2 – PROPOSED COUNCIL COMMUNITY AND CIVIC CENTRE - BACKGROUND
RECOMMENDED THAT

The Building Review Committee receive and note the report as information and further that the following actions are undertaken by Senior Management:

- a. Prepare operational needs and constraints identification from the senior staff for building requirements;
- b. Brief provided to Dutailis Architects from senior staff for design/plans;
- c. Technological requirements and opportunities impact for towns/buildings;
- d. Proclamation details – impact on Council facility requirements and impact on core numbers and building core facilities;
- e. Consideration of economic development opportunities as part of the building design concept;
- f. General Manager to investigate arrangements for future site visits to appropriate Council sites (buildings);
- g. Consideration of the relocation of the depot and outlining the initial planning steps required;
- h. Further committee workshop following provision of information from senior staff.

ITEM 4.3 – BUILDING REVIEW COMMITTEE CHARTER
RECOMMENDED THAT

The Building Review Committee Charter be forwarded to Council for adoption.

318/17

RESOLVED by Cllr Cummins and Cllr Kensit

That Items 4.2 and 4.3 of the Building Review Committee be adopted.

- CARRIED

6. Gunning Shire Hall and Showground Committee – Minutes from meeting held 4 September 2017.

ITEM 2 – USE OF SHOWGROUND AS OVERFLOW FOR CARAVANS AND CAMPER VANS
RECOMMENDED THAT

Camping be ceased at the Gunning Showground.

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The motion lapsed for want of a mover and seconder.

A motion was moved by Cllr Stafford and Cllr Searl that further consultation be undertaken with the Committee and the broader community with regard to the alternatives to the notion of no camping at all at the showground.

On being put the motion was carried

319/17

RESOLVED by Cllr Stafford and Cllr Searl that further consultation be undertaken with the Gunning Shire Hall and Showground Committee and the broader community with regard to the alternatives to the notion of no camping at all at the showground.

- CARRIED

7. CENTROC – Mayoral Board meeting held 23 August 2017.

- CARRIED

SECTION 15: BUSINESS WITHOUT NOTICE

Nil

SECTION 16: NOTICES OF MOTION

Nil

SECTION 17: QUESTIONS WITH NOTICE

Nil

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) and 10A (2)(a) 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:

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320/17

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 10A (2)(c) and 10A (2)(a) 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.

Council closed its meeting at 9.45pm and the public, staff and press left the chambers.

321/17

RESOLVED by Clr Wheelwright and Clr Searl

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

- CARRIED

Open Council resumed at 10.17pm.

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

BITUMEN SEALING 2015-2017

322/17

RESOLVED by Clr Searl and Clr Wheelwright

1. Council offers Roadworx Surfacing Pty Ltd a 12 month extension on existing Contract WO 3.15 to 30 June 2018;
2. The Director of Works and Operations is authorised to execute the necessary contract documentation.

- CARRIED

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ITEM 18.2
323/17

LEGAL & RELATED MATTERS

RESOLVED by Clr Searl and Clr Culhane

1. Council receive the report and note the information.

- CARRIED

ITEM 18.3
324/17

CROOKWELL LANDFILL UPGRADE COMPENSATION

RESOLVED by Clr Wheelwright and Clr Stafford

1. Council receive and consider the documents related to the request for compensation following further commercial consultation between senior management and the two adjoining landowners with a report to be brought back to Council on the outcome.

- CARRIED

THE MEETING CLOSED AT 10.25pm

Minutes confirmed 19 OCTOBER 2017

.....
Mayor

5 MAYORAL MINUTES

The following item is submitted for consideration -

5.1	Mayoral Minute - September/October 2017	58
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Mayoral Minutes - 19 October 2017

ITEM 5.1

Mayoral Minute - September/October 2017

FILE REFERENCE I17/590

SEPTEMBER

- 16 September Middle Arm Hall 90th Anniversary Celebrations
- 21 September Presentation of Awards for the Streetscape – Our Schools Competition
- 21 September Ordinary Council Meeting
- 23 September Attended Crookwell Under 13 Soccer Grand Final in Goulburn
- 23 September Attended Crookwell Under 11 Green Devils Grand Final in Queanbeyan
- 28 September Photo Shoot - Sam Samra Award in the category 'Most Improved Small Sewerage Service Provider
- 29 September Legacy Changeover Dinner – Goulburn

OCTOBER

- 1 October Attended the opening of the “Old School House” Taralga Historical Society
- 6 October Attended the Virbac 30 Anniversary Tour and Celebration.

7 CORRESPONDENCE

The following item is submitted for consideration -

7.1	Correspondence for the month of October 2017	60
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Correspondence - 19 October 2017

ITEM 7.1

Correspondence for the month of October 2017

RECOMMENDATION:

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

1. Office of Local Government – Response to letter – New Council Implementation Fund.
2. Bigga Progress Association – Thank you for works completed at Bigga Recreation Ground.
3. Crookwell/Taralga Aged Care – Expression of interest in land adjacent to Viewhaven Lodge Crookwell.
4. Office of Local Government – Clarification on Application of Exemption – Pecuniary Interest Subject Special Disclosure.
5. Cllr Pam Kensit – Request to become ULSC representative on Country University Centre Committee.
6. NSW Government – Snow Storm – response to request for extension of clean up period.

ATTACHMENTS

1. ↓	Office of Local Government - Response to letter - New Council Implementation Fund	Attachment
2. ↓	Bigga Progress Association - Thank you note - work completed at Bigga Recreation Ground	Attachment
3. ↓	Crookwell / Taralga Aged Care - Expression of Interest in Land Adjacent to Viewhaven Lodge Crookwell	Attachment
4. ↓	NSW Government Office of Local Government (OLG) - Clarification on Application of Exemption Under Section 451(4) of the Local Government Act 1993 - Pecuniary Interest Subject Special Disclosure	Attachment
5. ↓	Cllr Pam Kensit - Request to be ULSC representative on the Country University Centre Committee	Attachment
6. ↓	NSW Government - Justice - Snow Storm - response to extend clean up period	Attachment



Office of Local Government

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference:

A555790

Your Reference:

Contact:

Chris Presland

Phone:

02 4428 4100

Clr Rowena Abbey
Mayor
Yass Valley Council
council@yass.nsw.gov.au

Clr Bob Kirk
Mayor
Goulburn-Mulwaree Council
council@goulburn.nsw.gov.au



Clr Brian McCormick
Mayor
Upper Lachlan Shire Council
council@upperlachlan.nsw.gov.au

Clr Kristy McBain
Mayor
Bega Valley Shire Council
council@begavalley.nsw.gov.au

Dear Councillors

I refer to your combined letter of 22 June 2017 to the Minister for Local Government, the Hon. Gabrielle Upton MP about funding for new councils. The Minister has asked that I respond to you on her behalf, and I apologise for the delay in doing so.

The Government has invested \$375 million to support new councils to deliver benefits to their communities. The New Council Implementation Fund provided new councils with up to \$10 million to assist with implementation costs. The Stronger Communities Fund provided new councils with up to \$15 million to kick start the delivery of projects that improve community infrastructure and services. I can confirm that this funding was only made available to councils that were created through the merger process in 2016.

The NSW Government is committed to improving the performance and sustainability of councils across the State, ensuring that they are able to deliver the services and infrastructure that local communities need both now and into the future.

I note that the NSW Government's Regional Growth Fund aims to help the growth of local economies, and includes a number of funding programs including the \$200 million Stronger Country Communities Fund which is allocated direct to local government for community infrastructure projects.

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046



2

For more detail on this funding, I encourage you to visit:

<https://www.nsw.gov.au/improving-nsw/regional-nsw/regional-growth-fund/>.

If you would like further information, please contact Mr Chris Presland, Director Reform Implementation, on (02) 4428 4100.

Yours sincerely



Tim Hurst
Acting Chief Executive
Office of Local Government

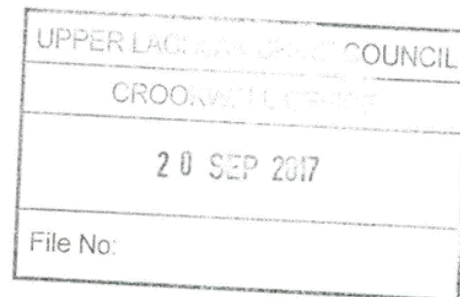
13/7/17

Bigga Progress Association

Community Volunteers Since 1896

18th September, 2017

Mr. John Bell,
General Manager,
Upper Lachlan Shire Council,
P.O. Box 10,
Crookwell NSW 2583



Dear Mr. Bell,

On behalf of the Bigga Progress Association I would like to thank the Upper Lachlan Shire Council for the recent upgrade to the amenities block, removal of an old cement wall and light poles at the Bigga Recreation Ground. It is a big improvement and very much appreciated.

Yours sincerely,

Anne Picker
Secretary
Bigga Progress Association



**Crookwell Taralga
Aged Care**

Crookwell/Taralga Aged Care Ltd. ABN: 49 129 121 259

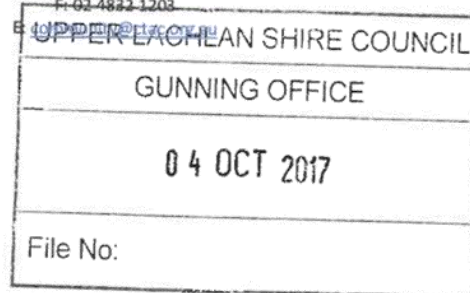
Viewhaven Lodge
71 Laggan Rd (P O Box 302)
Crookwell NSW 2583
P: 02 4832 2437
F: 02 4832 1203
E: ctac@ctac.org.au

Upper Lachlan Community Care
169 Goulburn St (P O Box 302)
Crookwell NSW 2583
P: 02 4832 2399
F: 02 4832 1203
E: ctac@ctac.org.au

Phillip Chalker Sunset Lodge
49 -53 Bunnaby Street
Taralga NSW 2580
P: 02 4840 2167
F: 02 4840 2082
E: ctac@ctac.org.au

27 September 20017

Mr John Bell
General Manager
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581



Dear John

Re: Expression of Interest in Land Adjacent to Viewhaven Lodge, Crookwell

I am writing as Chairman of the Board of Directors of Crookwell/Taralga Aged Care to put forward our expression of interest for the land adjacent to our residential aged care facility Viewhaven Lodge, Laggan Road, Crookwell. This is the land proposed as the site for the new Upper Lachlan Shire Council Community and Civic Centre.

In recent months, our organisation has received overwhelming contact from members of the community expressing their wishes for Crookwell/Taralga Aged Care to develop this land adjacent to Viewhaven Lodge for housing/care services for older people of the district. This support extended to a community petition which people signed requesting that the Upper Lachlan Council locate the new Civic Centre in central Crookwell rather than next to Viewhaven Lodge.

Individual people in the community have also approached our organisation stating their support and preference that the proposed site to be left for development for the older citizens of the district (with either self-care units or an extension of Viewhaven Lodge) rather than have the new Council Community and Civic Centre located there. Community members are indicating that they would prefer to have the new Centre located in Crookwell business centre.

Put side by side with this, Crookwell/Taralga Aged Care has recently developed our new Five Year Strategic Plan (2017-2022). As you would be aware, with our ageing demographics the needs for housing and care support services for people are growing. In response, one of our new strategic objectives is to:

“Develop new strategic opportunities for accommodation including seniors housing.”

As such we are now starting to investigate and look at all options so make this happen. Whilst Crookwell/Taralga Aged Care still does have the option of the block on the lower side of Viewhaven Lodge (Saleyards Road; part of Lot 3 DP1112816) this block would not be the preferred option to develop self-care or independent units due to the gradient and orientation of the land to the existing building.

In addition, the current plan for the new Civic Centre to be located next to Viewhaven Lodge, is something that we feel needs to have further consideration, in consultation with our organisation, as we believe this is an inappropriate 'fit' in its current state.

Could this letter please go to the Upper Lachlan Shire Council Meeting to be put forward to all Councillors.

I look forward to hearing from you.

Kind Regards

Max Keith

Chairman

Crookwell/Taralga Aged Care





Office of Local Government

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference:

Your Reference:

Contact:

Phone:

A559470

F10/611-02

Dylan Reynolds

02 4428 4100

Mr John Bell
General Manager
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581

UPPER LACHLAN SHIRE COUNCIL
GUNNING OFFICE
09 OCT 2017
File No:

Dear Mr Bell

Thank you for your letter of 28 July 2017 seeking clarification on the application of the exemption under section 451(4) of the *Local Government Act 1993* (the Act) which allows councillors to participate in the consideration of certain matters in which they have a pecuniary interest subject to their making a special disclosure of the affected interests. I apologise for the delay in responding.

Section 451(4) exempts councillors from the requirement to remove themselves from the consideration of a matter in which they have a pecuniary interest in the following circumstances (my emphasis in bold):

(a) *the matter is a proposal relating to:*

- (i) *the making of a principal environmental planning instrument applying to the whole or a significant part of the council's area, or*
- (ii) *the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant part of the council's area, and*

(a1) *the pecuniary interest arises **only because of an interest of the councillor in the councillor's principal place of residence** or an interest of another person (whose interests are relevant under section 443) in that person's principal place of residence, and*

(b) *the councillor made a special disclosure under this section in relation to the interest before the commencement of the meeting.*



2

Paragraph (a1) was inserted into section 451(4) by the *Local Government Amendment (Councillor Misconduct and Poor Performance) Act 2015*. The policy intent of the amendment was described in the second reading speech in the NSW Parliament as being to (my emphasis in bold):

*"[limit section 451(4)'s] application to the interests councillors have in their and related persons' principal places of residence. Those councillors will still be required to disclose the affected interests but will be permitted to participate in the consideration of the planning changes. **However, councillors with other property interests that are affected by the changes will be precluded from participating in consideration of them.**"*

The Office of Local Government always encourages councillors to err on the side of caution where they believe they may have a pecuniary interest in a matter under consideration at a council or committee. Ultimately the onus is on councillors to identify any pecuniary interest that they may have in the matter and to take appropriate action to manage any conflict of interest in a way that meets community expectations. If the councillor has any doubt, they should disclose the affected interest and remove themselves from consideration of the matter in question.

I hope this information will clarify the situation.

Yours sincerely



Tim Hurst
Acting Chief Executive
Office of Local Government

28/9/17

CE 2017 3212

Susie Pearman

From: Helen Peterson
Sent: Monday, 9 October 2017 12:58 PM
To: John Bell; Susie Pearman
Subject: FW: ULSC representative on CUC Goulburn

Follow Up Flag: Follow up
Flag Status: Flagged

Email from Pam that needs to be included in the Business Paper.

Regards
Helen

Helen Peterson | Executive Assistant
Mayor | General Manager
Upper Lachlan Shire Council
44 Spring Street Crookwell | P O Box 42 Gunning 2581
P: 02 4830 1007 F: 02 4832 2066
hpeterson@upperlachlan.nsw.gov.au

From: Pam Kensit [mailto:pamkensit@gmail.com]
Sent: Monday, 9 October 2017 12:44 PM
To: Helen Peterson <HPeterson@upperlachlan.nsw.gov.au>
Subject: ULSC representative on CUC Goulburn

Dear Helen

Further to our conversation I would like to inform my fellow councillors:

I was invited to be the ULSC representative on the new board formed to set up the Goulburn centre of the Country University Centre.

The Chair of the board Mr Guy Milson invited me to join the board due to my previous involvement in the youth council in Goulburn also my experience of distance education. I now wish to request that the Upper Lachlan Shire Councillors endorse my position on this board as the Upper Lachlan Shire representative.

Thank you

Clr Pam Kensit

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



Office of Emergency Management
GPO Box 5434, Sydney, NSW 2001
www.emergency.nsw.gov.au

DOC038619

Mr John Bell
General Manager
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581

Dear Mr Bell

I refer to your letter of 22 December 2015 to the Office of Emergency Management (OEM), and subsequent correspondence, regarding the July 2015 Southern Tablelands snow storm (AGRN 679) and Council's request to extend the 21-day clean-up period for this event, under the NSW Disaster Assistance Guidelines.

On 13 September 2017, Upper Lachlan Shire's request was considered by the Expenditure Review Committee of Cabinet (ERC) alongside a similar request from Wingecarribee Shire. Unfortunately, Council's request was not approved.

As the deliberations of the ERC are Cabinet-in-Confidence, I cannot provide any details of the reasons for the decision. However, should you have any other questions relating to this matter, please do not hesitate to contact Mr Adam Tran, Senior Policy Manager, on 9212 9264 or by email at Adam.Tran@mpes.nsw.gov.au

Yours sincerely

A handwritten signature in black ink, appearing to be 'F O'Connor', followed by the date '9/10'.

Feargus O'Connor
Executive Director
Office of Emergency Management

9 ENVIRONMENT AND PLANNING

The following items are submitted for consideration -

9.1	Monthly weeds activities report	72
9.2	Development statistics for the month of September 2017	76
9.3	2017-2018 Local Heritage Places Grant Applications	83
9.4	Development application 60/2017 - Self-storage units, Lot 370 DP821754, McDonald Street, Crookwell	90
9.5	Outdoor Dining Policy Review	110
9.6	Keeping of Companion Animals Policy	133

Environment and Planning - 19 October 2017

ITEM 9.1 **Monthly weeds activities report**

FILE REFERENCE **I17/578**

AUTHOR **Manager of Environment and Planning**

ISSUE

Providing Council with a summary of noxious weeds control activities 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 weed control activities conducted in September 2017.

REPORT

Property Inspections

Property	Weed	Parish	Road or Street	Date	Action	Degree
Lot 102 DP 753046	BB S/T SJW	Meglo	Tuena	01/9/17	Routine	2
Lot 1 DP 1134438	S/T	Hillas	Golspie	01/9/17	Routine	1
Lot 2 DP 1134438	S/T	Hillas	Golspie	01/9/17	Routine	1
Lot 1 DP 1044591	-	Wowagin	Golspie	04/9/17	Routine	0
Lot 2 DP 1146774	BB	Grabben Gullen	Hewitt's Ln	12/9/17	Routine	1
Lot 2 DP 126800	-	Grabben Gullen	Hewitt's Ln	12/9/17	Routine	0
Lot 1 DP 1146774	BB	Grabben Gullen	Grabben Gullen	12/9/17	Routine	1
Lot 1 DP 525461	BB	Grabben Gullen	Grabben Gullen	12/9/17	Routine	1
Lot 1 DP 525461	BB	Grabben Gullen	Hewitt's Ln	12/9/17	Routine	1
Lot 2 DP 1009205	-	Grabben Gullen	Hewitt's Ln	14/9/17	Routine	0
Lot 1 DP 1186036	-	Grabben Gullen	Hewitt's Ln	14/9/17	Routine	0
Lot 58 DP 753015	S/T BB	Bolong	Fullerton	14/9/17	Reinspection	2
Lot 11 DP 1039523	S/T	Grabben Gullen	Hewitt's Ln	18/9/17	Routine	1
Lot 220 DP 754115	S/T	Grabben Gullen	Hewitt's Ln	18/9/17	Routine	1
Lot 11 DP 1039580	S/T	Grabben Gullen	Hewitt's Ln	18/9/17	Routine	1
Lot 10 DP 1039580	S/T	Grabben Gullen	Hewitt's Ln	18/9/17	Routine	1
Lot 1 DP 1176836	S/T	Laggan	Peelwood	19/9/17	Routine	2
Lot J DP 19824	S/T	Crookwell	Old Binda	19/9/17	Routine	1
Lot 1 DP 1176836	S/T	Laggan	Peelwood	21/9/17	Routine	2
Lot 24 DP 1179433	S/T	Hillas	Cockatoo	26/9/17	Routine	2

Environment and Planning
MONTHLY WEEDS ACTIVITIES REPORT cont'd

Lot B DP 105715	S/T	Hillas	Cockatoo	26/9/17	Routine	1
Lot 2 DP 1169878	-	Hillas	Cockatoo	27/9/17	Routine	0
Lot 37 DP 753021	S/T	Burrigee	Fullerton	27/9/17	Routine	3
Lot 2 DP 1066391	S/T	Yalbraith	Yalbraith	28/9/17	Routine	1
Lot 1 DP 1066391	S/T	Yalbraith	Yalbraith	28/9/17	Routine	1
Lot 137 DP 754130	S/T	Mundoonan	Lade Vale	11/9/17	Routine	2
Lo2 2 DP 1149248	S/T	Dixon	Tyron	12/9/17	Notified	1
Lot 23 DP 754111	S/T	Dalton	Walsh's	12/9/17	Routine	1
Lot 4 DP 872569	ST	Dalton	Darby's	12/9/17	Routine	1
Lot 1 DP 573572	Go	Collector	Breadalbane	18/9/17	Routine	1
Lot 1 DP 712584	S/T	Lerida	Collector	18/9/17	Routine	1
Lot 1 DP 1096165	S/T	Lerida	Collector	18/9/17	Routine	1
Lot 1 DP 126008	S/T	Collector	Breadalbane	18/9/17	Routine	2
Lot 3 DP 1024315	S/T	Nelanglo	Yelanglo Ln	25/9/17	Routine	1
Lot 1 DP 844331	S/T	Gunning	Veterans	26/9/17	Routine	2
Lot 1 DP 1170809	S/T	Gunning	Wilton Ln	26/9/17	Routine	1
Lot 5 DP 32569	S/T BB	Turrall	Taralga	5/9/17	Notified	3
Lot 4 DP 32569	S/T	Turrall	Taralga	5/9/17	Notified	1
Lot 1 DP 620598	S/T BB	Pomeroy	Range	12/9/17	Notified	2
Lot 1 DP 527074	S/T SJW	Gurrundah	Pomeroy	12/9/17	Notified	3
Lot 2 DP 626221	S/T	Pomeroy	Range	12/9/17	Notified	1
Lot 3 DP 1034091	S/T ALG	Pomeroy	Range	12/9/17	Notified	1
Lot 2 DP 1034091	S/T ALG BB	Pomeroy	Range	12/9/17	Notified	1
Lot 1 DP 1034091	S/T ALG BB	Pomeroy	Range	12/9/17	Notified	2
Lot 1 DP 861289	S/T Go	Pomeroy	Range	12/9/17	Notified	2, 1
Lot 5 DP 865815	S/T BB	Pejar	Goulburn	13/9/17	Notified	2
Lot 14 DP 248872	S/T	Wayo	St Stephens	13/9/17	Notified	2
Lot 2 DP 573964	S/T	Wayo	Woodhouselee	13/9/17	Notified	2
Lot 1 DP 1219749	S/T	Wayo	Woodhouselee	13/9/17	Notified	2
Lot 128 DP 573965	S/T	Wayo	Woodhouselee	13/9/17	Notified	1
Lot 86 DP 750054	S/T	Wayo	Woodhouselee	14/9/17	Routine	1
Lot 1 DP 852156	S/T	Wayo	Woodhouselee	14/9/17	Notified	3
Lot 13 DP 248872	S/T ALG	Wayo	St Stephens	14/9/17	Notified	1
Lot 3 DP 1053653	S/T	Wayo	Woodhouselee	14/9/17	Notified	3
Lot 7 DP 248872	S/T	Wayo	Woodhouselee	14/9/17	Notified	2
Lot 10 DP 248872	S/T	Wayo	Goulburn	14/9/17	Routine	2
Lot 12 DP 248872	S/T	Wayo	Goulburn	14/9/17	Notified	2
Lot 142 DP 750054	S/T	Wayo	Woodhouselee	14/9/17	Notified	3
Lot 63 DP 750054	S/T	Wayo	Woodhouselee	14/9/17	Notified	3

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

Environment and Planning

MONTHLY WEEDS ACTIVITIES REPORT cont'd

Key for Degree of Infestations

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

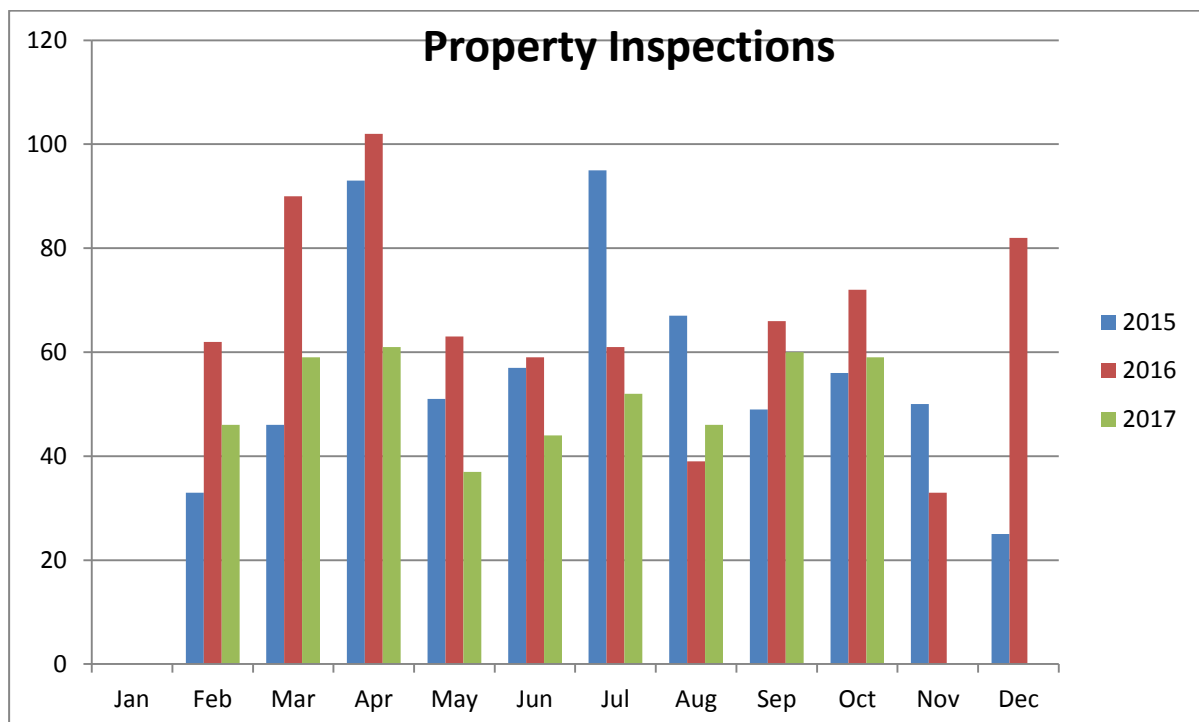
Key for Actions of Inspections

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

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

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

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 continuing to focus on the control of grass weeds including Serrated Tussock, African Lovegrass, Chilean Needle Grass and Coolatai Grass.

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 - 19 October 2017

ITEM 9.2 **Development statistics for the month of September 2017**

FILE REFERENCE **I17/577**

AUTHOR **Manager of Environment and Planning**

ISSUE

Providing Council with a summary of development control activities throughout September 2017.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

Standard monthly report providing Council with a summary of development control activities throughout September 2017.

REPORT

Development Status Report

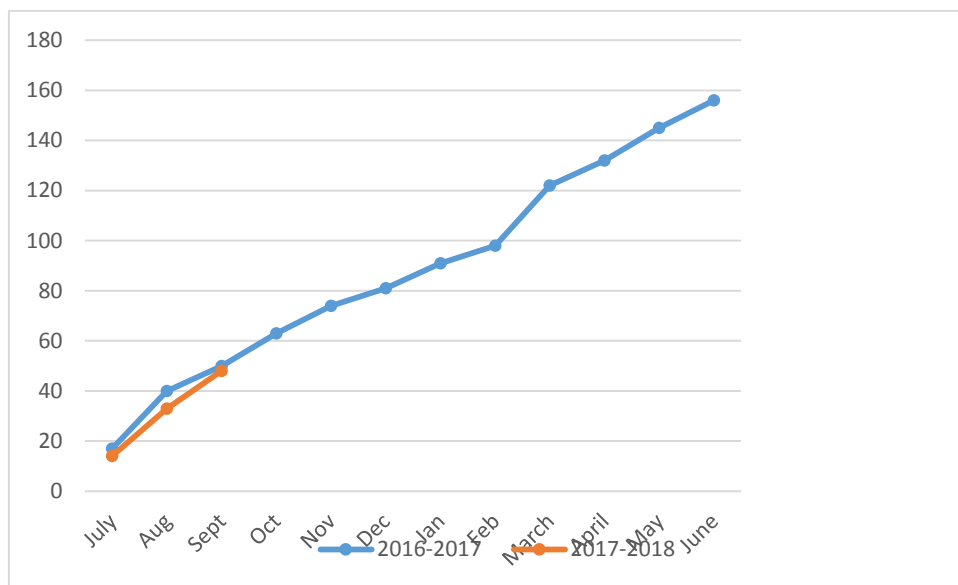
The following table outlines the type and value of new development.

Statistics by Development Type								
Current Year					Last year			
DA Type	Sept 2017		Year to Date 1/7/2017 to 30/6/2018		Sept 2016		Year to date 1/7/2016 to 30/6/2017	
	Count	\$Value	Count	\$Value	Count	\$Value	Count	\$Value
Commercial	0	\$0	2	\$1,350,000	0	\$0	3	\$55,000
Residential	9	\$1,187,801	33	\$5,216,056	9	\$2,307,541	38	\$7,161,026
Industrial	0	\$0	0	\$0	0	\$0	0	\$0
Other	1	\$0	3	\$6,003,000	1	\$0	3	\$30,000
Total	10	\$1,187,801	38	\$12,569,359	10	\$2,307,541	44	\$7,246,026
Subdivision								
Type	Count	Lots	Count	Lots	Count	Lots	Count	Lots
Residential	1	3	1	3	0	0	1	8
Rural Residential	1	5	1	5	0	0	3	9

Commercial	0	0	1	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0
Boundary Adjustment	0	0	0	0	0	0	0	0
Strata	0	0	0	0	0	0	0	0
Agricultural	3	8	4	8	0	0	1	4
Modification	0	0	0	0	0	0	1	6
Total	5	16	7	16	0	0	6	27

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:

DAs under assessment	DA modifications under assessment	DAs received Sept 2017	DA modifications received Sept 2017	DAs determined September 2017	DA modifications determined Sept 2017
32	4	13	2	9	0

The average determination processing time is for the month of September was 41 days.

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

Determinations Issued between 1 September 2017 to 30 September 2017		
DA No.	Proposal	Property
37/2017	Mixed Use Development –	Lot B DP 367057 – 129 Goulburn St, Crookwell

Determinations Issued between 1 September 2017 to 30 September 2017		
DA No.	Proposal	Property
	Commercial Premises & Tourist Accommodation	
62/2017	Dwelling	Lot 3 DP 1085894 – 431 Iron Mine Rd, Crookwell
65/2017	Dwelling	Lot 5 DP 1211033 – Mary St, Collector
67/2017	Garage/Shed	Lot 1 DP 1228377 – 1 Tulloh St, Crookwell
68/2017	Swimming Pool/Spa	Lot 1 DP 1077503 – 2297 Gurrundah Rd, Gurrundah
69/2017	Alterations/Additions	Lot 2 DP 626075 – 16 Colyer St, Crookwell
71/2017	Garage/Shed	Lot 7 DP 1228006 – 1624 Breadalbane Rd, Breadalbane
76/2017	Garage/Shed	Lot 7 DP 38464 – 71 Bunnaby St, Taralga
87/2017	Transportable Dwelling	Lot 1 DP 1066071 – 8 O'Sullivan St, Collector

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

Development Applications Outstanding on 30 September 2017 (In order of date submitted to Council)			
DA No.	Proposal	Property	Reason
33/2016	Fence/Wall	Lot 1 DP 256082 – Church Street, Collector	Awaiting additional information.
67/2016	Vineyard and Winery	Lot 25 DP 1095649 – 1924 Towrang Road, Greenwich Park	Awaiting Water NSW advice.
29/2017	Dwelling	Lot 3 DP 1083826 – 115 Cobodong Rd, Curraweela	Under assessment.
31/2017	Alterations & Additions	Lot 3 DP 917994 – Laggan Village	Awaiting additional information.
51/2017	Subdivision	Lot 9, 10, 11 DP 46360 Lot 1 DP 119665 Lot 1, 2, 3 DP 753028 Lot 2, 33, 108, 269 DP 753038 – Junction Point Rd, Binda	Awaiting RFS and RMS advice.
58/2017	Subdivision	Lot 1 DP 797327 – 39 Yass St, Gunning	Awaiting additional information.
59/2017	Alterations Community Hall	Lot 237 DP 750043 – 479 Bannister Lane, Bannister	Awaiting Water NSW advice.

Development Applications Outstanding on 30 September 2017 (In order of date submitted to Council)			
DA No.	Proposal	Property	Reason
60/2017	Commercial Use Storage Sheds	Lot 370 DP 821754 – McDonald St, Crookwell	Awaiting Works & Operations Department advice.
64/2017	Transportable Dwelling	Lot 2 DP 1205515 – 36 Yass St, Gunning	Under assessment.
70/2017	Dwelling	Lot 18 Sec 3 DP 1809 – 24 North St, Crookwell	Under assessment.
72/2017	Service Station/Convenience Store	Lot 361 DP 754108 – 204 Goulburn St, Crookwell	Awaiting additional information.
73/2017	Dwelling	Lot 3 Sec 2 DP 758263 – Bourke St, Collector	Neighbour notification.
31/2012 Modification	Dwelling	Lot 1 DP 1109984 – 2633 Middle Arm Rd, Roslyn	Under assessment.
74/2017	Garage/Shed	Lot 32 DP 1179757 – 18 Stephenson St, Crookwell	Awaiting additional information.
75/2017	Subdivision	Lot 25 Sec 11 DP 2383 – Clements St, Crookwell	Under assessment.
77/2017	Dwelling	Lot 22 DP 1095649 – Towrang Rd, Greenwich Park	Awaiting Water NSW advice.
74/2011 (Modification)	Dwelling	Lot 1 DP 11120141 & Lot 3 DP 1099615 – 246 Gorham Rd, Pejar	Under assessment.
80/2017	Garage/Shed	Lot 52 DP 653880 – 15 McDonald St, Crookwell	Under assessment.
81/2017	Transmission Lines	Lot 103 DP 750043 – Storriers & Prices Lane, Bannister	Under assessment.
83/2017	Garage/Shed	Lot 30 Sec 2 DP 758493 – Wombat St, Gunning	Under assessment.
84/2017	Subdivision	Lot 4 DP 1228621 – 892 Sylvia Vale Rd, Binda	Awaiting RFS advice.
85/2017	Access Road	Lot 5 & 6 Sec 24 DP 758493 – Best St, Gunning	Awaiting Works & Operations Department advice.

Development Applications Outstanding on 30 September 2017 (In order of date submitted to Council)			
DA No.	Proposal	Property	Reason
59/2014 (Modification)	Dwelling	Lot 1 DP 355192 – 72 Denison St, Crookwell	Neighbour notification.
86/2017	Dwelling	Lot 32 DP 1042610 – Strathaird Lane, Goulburn	Under assessment.
88/2017	Garage/Shed	Lot 15 Sec 8 DP 758493 – 56 Biala St, Gunning	Under assessment.
89/2017	Subdivision	Lot 1 DP 1162296 – 24 Reservoir Rd, Crookwell	Under assessment.
90/2017	Dwelling	Lot 1 DP 1083826 – 43 Cobodong Rd, Curraweela	Under assessment.
91/2017	Community Event	Lot 251 DP 750017 – 1a Walsh St, Taralga	Under assessment.
92/2017	Dwelling	Lot 9 DP 1219071 – 99 Boureong Dve, Gunning	Under assessment.
93/2017	Alterations/Additions	Lot 2 DP 816409 – 8 Walsh St, Taralga	Awaiting additional information.
94/2017	Subdivision	Lot 1 DP 526480 & Lot 5 DP 540808 – 93 Wade St, Crookwell	Under assessment.
95/2017	Garage/Shed	Lot 2 DP 11800411 – Tulloh St, Crookwell	Under assessment.
96/2017	Subdivision	Lot 1 DP 1227279 & Lot 3 DP 1217209 – Stink Pot Rd, Jerrawa	Under assessment.
97/2017	Subdivision	Lot 1 DP 657843 – Reids Flat Rd, Bigga	Under assessment.
98/2017	Subdivision	Lot 1 DP 852156 – 614 Woodhouselee Rd, Woodhouselee	Under assessment.
42/2017 (Modification)	Garage/Shed	Lot 99 DP 754147 & Lot 4 DP 179477 – Wheeo Rd, Wheeo	Under assessment.

2. Construction Certificates

Construction Certificates Issued between 1 Sept 2017 & 30 Sept 2017		
CC No.	Proposal	Property
59/2017	Garage/Shed	Lot 22 Sec 8 DP 2383 – 22 Carrington St, Crookwell
64/2017	Garage/Shed	Lot 3 Sec 13 DP 758308 – 94 Warne Lane, Crookwell
67/2017	Dwelling	Lot 11 DP 1083842 – 6 Corcoran Place, Crookwell
68/2017	Garage/Shed	Lot 7 DP 1228006 – 1624 Breadalbane Rd, Breadalbane
72/2017	Swimming Pool	Lot 1 DP 1077503 – 2297 Gurrundah Rd, Gurrundah
73/2017	Garage/Shed	Lot 7 DP 38464 – 71 Bunnaby St, Taralga
75/2017	Dwelling	Lot 12 DP 1080839 – 2137 Wombeyan Caves Rd, Wombeyan Caves

Approved by Council		Approved by Private Certifier	
Sept 2017	Year to date	Sept 2017	Year to date
7	17	0	0

3. Occupation Certificates

Occupation Certificates Issued between 1 September 2017 and 30 September 2017		
OC No.	Proposal	Property
56/2017	Garage/Shed	Lot 96 DP 1111842 – 32 Tait St, Crookwell

Approved by Council		Approved by Private Certifier	
Sept 2017	Year to date	Sept 2017	Year to date
1	10	0	0

4. Subdivision Certificates

Subdivision Certificates Issued between 1 Sept 2017 and 30 Sept 2017		
SC No.	Proposal	Property

Approved by Council		Approved by Private Certifier	
Sept 2017	Year to date	Sept 2017	Year to date
0	26	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	436
1 July 2017 to 30 June 2018	117

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 - 19 October 2017

ITEM 9.3 **2017-2018 Local Heritage Places Grant Applications**

FILE REFERENCE **I17/573**

AUTHOR **Senior Strategic Planner**

ISSUE

To provide details of the assessment of and recommendations for the allocation of grant funding under the 2017-2018 Local Heritage Places Grant Program.

RECOMMENDATION That -

1. Council notes the contents of the Report and endorses the proposed allocation of grants in Table 2.
2. Letters of Offer be sent to all successful applicants.

BACKGROUND

Council recently invited applications under the Local Heritage Places Fund program and three (3) applications were received. The applications have been assessed by Council's Heritage Advisor, Dr Jennifer Lambert Tracey and that assessment has been peer reviewed by Council's Senior Strategic Planner. The purpose of this report is to present the recommendations of the 2017 - 2018 Local Heritage Fund Grant Applications to Council for endorsement.

REPORT

Council's Local Heritage Places Grant Program provides support to property owners to undertake work to conserve local heritage items. The Program is part funded by the NSW Heritage Grants, Office of Environment and Heritage. A total of \$11,000 is available to offer, with the advertised allocation being grants between \$1,000 and \$3,000. The grants are offered on a dollar for dollar basis, that is, the program will match each dollar spent by the applicant up to the maximum grant amount. In some instances, the applicant contributes funds greater than the grant amount. Depending on the quality and number of applications it is at Council's discretion to offer amounts of funding proportionate to the cost of the restoration projects proposed.

Grant Assessment Criteria

In assessing the priority of applications, the following criteria was used. It should be noted that, with the exception of point 1, it is not essential for projects to meet all of the criteria:

- Technical and financial ability to complete the project by 27 April 2018.
- Amount of financial contribution by applicant.

- Complement broader conservation objectives (for example, implement findings of heritage studies).
- Encourage the conservation of other heritage items.
- Restoration of local heritage building or item highly valued by the community.
- Highly visible to the public.
- High public accessibility (for example, local museum or church).
- Area that receives little or no funding.
- Conservation creates hardship.
- Urgent projects to avert threat to a heritage item.
- Owners with outstanding Council rates may be ineligible.

Assessment

In assessing each application, a level of heritage significance is given. The following levels of significance were used to assist in ranking the applications:

1. State Significant;
2. Exceptional Local Significance;
3. High Local Significance; or
4. Moderate Local Significance.

For each application the following options are available:

- Offer heritage grant;
- Place on reserve list if any grants are not accepted or are not acted upon;
- Do not offer grant.

The number of applications submitted for 2017-2018 has significantly decreased even though the level of enquiry has been constant. Every effort has been made to encourage both major and minor projects throughout the Shire however both environmental and financial factors have contributed to the reduced number of applications. The lack of available tradespersons willing to work in rural areas or skilled enough to undertake certain heritage restoration work remains an issue. In addition, several buildings which were proposed for restoration have been / will be listed for sale in their current condition.

All applications submitted are deserving of funding and all restoration projects have the potential to benefit heritage tourism and retain community and social history in Upper Lachlan. All eligible applicants were invited to revise their projects to undertake additional restoration work than originally proposed. The reason for this offer was that if Council does not allocate the funding for heritage projects the NSW Heritage Grants, Office of Environment and Heritage is likely to reduce future funding offers to Council for this program which would reduce future opportunities for heritage preservation and restoration. An increase in funding for this handful of applications provides encouragement for continued heritage restoration and conservation.

The following provides details of each application and an assessment and recommendation in regard to funding for 2017–2018.

Environment and Planning

2017-2018 LOCAL HERITAGE PLACES GRANT APPLICATIONS cont'd

Application No.	1/2017-2018
Location:	Coronation Theatre – Lot 22 DP 734267 82 Yass Street Gunning.
LEP 2010 listed:	Yes – Item number 102
Proposal:	Repairs to roof of building to prevent damage to the interior of the building
Estimated Cost:	\$ 7,300
Grant requested:	\$ 4,000
Assessment:	Level of Significance – Local Heritage Significance The Coronation Theatre, was erected in 1937 providing enjoyment for Gunning and surrounding villages. The essence of the original purpose of the theatre is now presented with a collection of art, sculpture and books on display. Local identity, Australian actor Max Cullen and his wife Margarita continue to promote art and entertainment.
Recommendation:	Offer \$3,650 grant



Application No.	2/2017-2018
Location:	St John's Anglican Church Bolong – Lot C DP 380697 800 Fullerton Road Fullerton
LEP 2010 listed:	No
Proposal:	Renewal/repairs to box guttering of the church tower
Estimated Cost:	\$ 6,054
Grant requested:	\$ 3,000
Assessment:	Level of Significance – Local Heritage Significance St John's Anglican Church (Anglican Church of St John the Evangelist, Bolong) in the Parish of Binda, serves an area to the north-east of Crookwell, on the southern side of the Abercrombie River, in an area of Fullerton, Kempton and Hadley. The original Church (now historical ruins) located adjacent to Phil's River was built and licensed as a church in 1863. The existing church was built in 1951 and overlooks the Phil's River adjacent to Fullerton Road at Kempton. It is a significant example of 1950s church architecture and representative of the ongoing dedication of the Anglican community in the area.
Recommendation:	Offer \$3,027 grant



Application No.	3/2017-2018
Location:	Crookwell Swimming Pool – Lots 1, 2, 9 and 10, Section 13 DP 758308 and Lot 7300 DP 1141689 Goulburn Street Crookwell
LEP 2010 listed:	No
Proposal:	Restoration works to entrance of Crookwell swimming pool
Estimated Cost:	\$20,000
Grant requested:	\$10,000
Assessment:	Level of Significance – Local Heritage Significance. Erected in 1949, the façade of this building reflects late Australian Art Deco themes and makes an exceptionally important contribution to the architectural history and community heritage of Crookwell. The repairs and restoration of the building entrance will enhance the site and ensure that Crookwell's residents have a facility in which they can be justly proud.
Recommendation:	Offer \$4,323 grant



POLICY IMPACT

The assessment and review of the grant applications has been undertaken in accordance with the Local Heritage Places Grants Program Guidelines.

OPTIONS

Table 1 provides a summary of the proposed grant offers:

Table 1: Summary of grants

No.	Address	Work Proposed	Request	Offer
1	Coronation Theatre 82 Yass Street Gunning	Repairs to roof of building to prevent damage to the interior of the building	\$ 4,000	\$3,650
2	Swimming Pool Goulburn Street Crookwell	Restoration works to entrance of Crookwell swimming pool	\$ 10,000	\$4,323
3	St John's Anglican Church Bolong 800 Fullerton Road Fullerton	Renewal/repairs to box guttering of the church tower	\$3,000	\$3,027

Conclusion

Given the reduced number of applications received for funding under the 2017 – 2018 Local Heritage Places Grant Program the allocation proposed in Table 2 provides what is considered an appropriate allocation of the total available \$11,000 grant funding.

Table 2: 2017–2018 Local Heritage Places Grant Program allocation of funding

No.	Address	Project cost	Request	Offer Grant
1	Coronation Theatre – 82 Yass Street Gunning	\$ 7,300	\$ 4,000	\$ 3,650
2	Swimming Pool – Goulburn Street Crookwell	\$ 20,000	\$ 10,000	\$ 4,323
3	St John's Anglican Church Bolong – 800 Fullerton Road Fullerton	\$ 6,054	\$ 3,000	\$ 3,027
<i>Totals</i>		\$ 33,354	\$ 17,000	\$ 11,000

Offers for funding will be sent and applicants will be required to return a signed acceptance by a specified date. This acceptance relates to the funding and requirements for milestones and completion of the project. Projects successfully funded must be commenced onsite by 9 February 2018. If work is not commenced by this date, Council reserves the right to withdraw the allocated grant funding and offer it to another applicant.

FINANCIAL IMPACT OF RECOMMENDATIONS

These grants are supported by the Heritage Division of Office of Environment and Heritage under the Local Heritage Places Funding Stream with up to \$5,500 for Period 1 (2017-18) and up to \$5,500 for Period 2 (2018-19) and the Local Government Heritage Advisor Grants with up to \$6,000 (2017-18) and up to \$6,000 (2018-19). Council's Management Plan 2017-2018 has allocated the required dollar for dollar amount to support the 2017-2018 round of funding.

RECOMMENDATION That -

1. Council notes the contents of the Report and endorses the proposed allocation of grants in Table 2.
2. Letters of Offer be sent to all successful applicants.

ATTACHMENTS

Nil

Environment and Planning - 19 October 2017

ITEM	Development application 60/2017 - Self-storage units, Lot 370 DP821754, McDonald Street, Crookwell
FILE	I17/580
ZONING	Zone R2 Low Density Residential under Upper Lachlan Local Environmental Plan 2010.
DATE OF LODGEMENT	6 July 2017.
APPLICANT	Normanton Holdings Pty Ltd.
OWNERS	Normanton Holdings Pty Ltd.
ESTIMATED VALUE	\$320,000.00.
AUTHOR	Manager of Environment and Planning

SUMMARY REPORT

This matter is reported to Council because neighbour notification attracted three submissions regarding the proposed development.

Development application 60/2017 proposes erection of buildings and carrying out of works for the purpose of self-storage units. The proposed development drawings are attached (Attachment 1).

The application has been assessed with regard to the relevant provisions of applicable environmental planning instruments including Upper Lachlan Local Environmental Plan 2010, along with Upper Lachlan Development Control Plan 2010 and applicable Council policies. The application's assessment is detailed in the attached section 79C assessment report (Attachment 2).

The application was notified to surrounding land owners for 14 days. In response, Council received the attached three submissions (Attachment 3). Matters raised by the submissions include, in no particular order:

- Contravention of Upper Lachlan Local Environmental Plan 2010;
- Vehicular traffic;
- Hours of operation;
- Incompatibility with surrounding residential land uses;

Environment and Planning

**DEVELOPMENT APPLICATION 60/2017 - SELF-STORAGE UNITS, LOT 370
DP821754, MCDONALD STREET, CROOKWELL cont'd**

- Potential headlight glare from internal vehicle traffic;
- Noise.

The attached section 79C assessment report identifies and addresses the issues raised by the submissions.

POLICY IMPACT

Nil.

FINANCIAL IMPACT

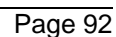
Nil.

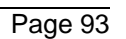
RECOMMENDATION

It is recommended that Council determine the application by granting consent, subject to the attached conditions (Attachment 4).

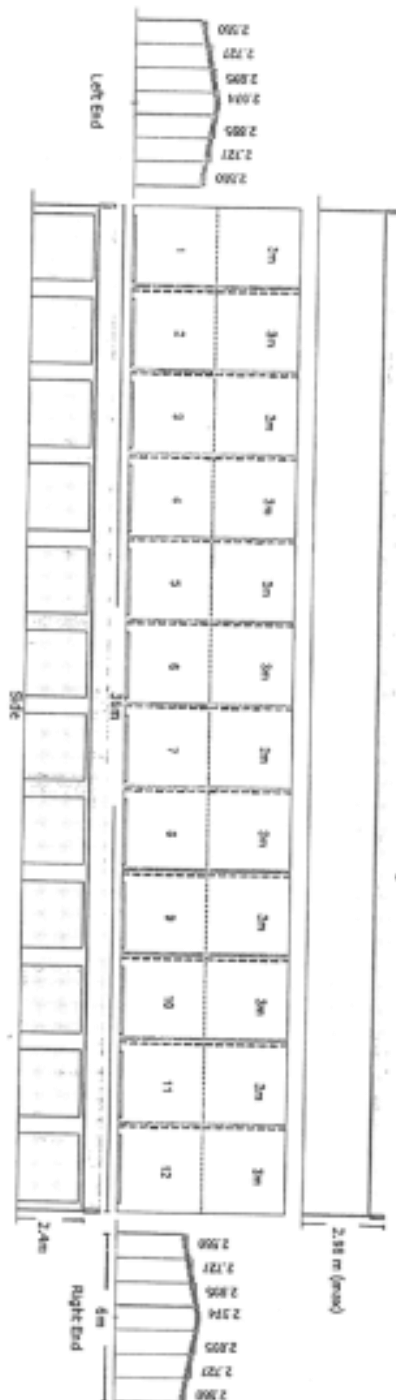
ATTACHMENTS

1. ↓	DA 60/2017 proposed development drawings	Attachment
2. ↓	DA 60/2017 section 79C assessment report	Attachment
3. ↓	DA 60/2017 submissions (redacted)	Attachment
4. ↓	DA 60/2017 recommended conditions of consent	Attachment





Building For:
Sean Proudman Storage Sheds
Crookwell
Job Number: 18556
 Produced by:
Southern Garages and Buildings
Phone 02 4822 3999



*dealing with is an authorised independent distributor of Fair Clakum Sheds' products
 with its customers on its own behalf and not as an agent of Fair Clakum Sheds.



Proposed Ground Covers (note final mix of plants dependant on availability at time of planting) : Greville's Bronze Rambler or similar, Poo or Lomandra or similar, Cottlemon Viminalis "Lette John" or similar.



79C assessment

DA: 60/2017	Proposal: Erection of buildings and carrying out of works for the purpose of self-storage units.
Lot/Sec/DP: Lot 370 DP 821754	Property: McDonald Street CROOKWELL
Site Inspection Date: September 2017	Assessing Officer: Mrs Karinne Granger Peer/supervisor review: Roland Wong

Proposed Development:

The application proposes to erect two buildings containing 37 *self-storage units*, along with carrying out of works to provide vehicle entry/exit, manoeuvring, parking and loading/unloading facilities, and landscaping. Accompanying information indicates the development would operate from 7:00am to 6:00pm, seven days per week, and would not involve any onsite employees. The development would thus usually be unoccupied, so a recommended condition of consent (if granted) requires erection of prominent signage indicating the operator's emergency contact details.

Under Upper Lachlan Local Environmental Plan 2010, the land is in Zone R2 Low Density Residential. Development for the purpose of self-storage units is permissible with development consent in Zone R2.

Site Inspection:

The land is a 1618m² lot on the southern side of McDonald Street, Crookwell. The land is vacant and is overgrown with trees and weeds. The allotment is accessible by vehicle from McDonald Street, which is bitumen sealed.

The surrounding land is predominately residential with residential units on the western boundary and residential dwellings on the eastern and southern boundaries. Across McDonald Street to the north is Crookwell Hospital.

Referral Required:

	N/A	Date Sent	Date Received
Internal			
Access (Councils Works Department)		15 September 2017	27 September 2017 4 October 2017
Heritage (Heritage advisor)		20 July 2017	14 September 2017
External			
OEH (NSW Office of Environment and Heritage)		20 July 2017	27 July 2017

Notification to Adjoining Property

Adjoining neighbours were notified of the proposed development and three submissions were received. The matters raised by the submissions are identified and addressed as follows, in no particular order:

1. Contravention of Upper Lachlan Local Environmental Plan 2010

One submission asserts that the proposed development is contrary to the zoning provisions of Upper Lachlan Local Environmental Plan 2010 (the LEP). It suggests the LEP is ambiguous in identifying the development, being for the purpose of *self-storage units* – a type of *storage premises* – as permissible in Zone R2 Low Density Residential.

The LEP defines *self-storage units* as follows:

self-storage units means premises that consist of individual enclosed compartments for storing goods or materials (other than hazardous or offensive goods or materials).

A note following the definition, which does not form part of the Plan (pursuant to clause 1.5), advises, "Self-storage units are a type of storage premises".

The LEP defines *storage premises* as follows:

storage premises means a building or place used for the storage of goods, materials, plant or machinery for commercial purposes and where the storage is not ancillary to any industry, business premises or retail premises on the same parcel of land, and includes self-storage units, but does not include a heavy industrial storage establishment or a warehouse or distribution centre.

The LEP's Land Use Table indicates *storage premises* are prohibited in Zone R2, but indicates *self-storage units* – a type of *storage premises* – are permitted with consent. Whilst this may be understandably confusing, the effect is to prohibit *storage premises* in Zone R2, with the specific exception of *self-storage units*. Development for the purpose of *self-storage units* is thus permitted in Zone R2 with consent.

2. Vehicular traffic

One submission expresses concern that the development may significantly increase vehicular traffic in the locality, with consequent traffic safety impacts.

The NSW Roads and Maritime Services' Guide to Traffic Generating Developments has been used to estimate the development's likely traffic generation. The Guide does not suggest traffic generation rates specifically relating to self-storage units. However, for the Guide's purposes, the proposed development is considered akin to a warehouse.

The Guide suggests a warehouse development may be expected to generate four daily vehicle trips per 100m² gross floor area, so given the proposed development's gross floor area is 666m², it may be expected to generate $666 / 100 \times 4 = 26.6$ (say 27) daily vehicle trips.

The Guide suggests a single dwelling house may be expected to generate nine daily vehicle trips, so the proposed development may be expected to generate three times the vehicular traffic that might be associated with a dwelling house if erected on the land. However, noting the land's 1618m² area, clause 6.8 (3) of Upper Lachlan Local Environmental Plan 2010 would also facilitate granting consent to develop the land for the purpose of multi dwelling housing comprising up to four dwellings, which the Guide suggests may be expected to generate up to 26 daily vehicle trips. The proposed development thus might be expected to generate only one more daily vehicle trip than the most intensive residential development that might reasonably be expected on the land.

Furthermore, Council's Works and Operations Department verbally advised (on 5 October 2017) that roads giving access to the land have sufficient capacity to safely carry the potential increase in vehicular traffic associated with the development, provided it includes adequate vehicle entry/exit facilities. A recommended condition of consent (if granted) therefore specifies no construction certificate shall be granted for any building work in the development unless engineering details of proposed vehicle entry/exit facilities have been submitted to and approved by Council's Works and Operations Department.

3. Hours of operation

One submission raises the question of how the development's proposed hours of operation will be enforced.

Information originally accompanying the application indicated proposed hours of operation from 7:00am to 7:00pm, seven days per week. Subsequent amendment reduced the proposed hours of operation to 7:00am to 6:00pm, seven days per week. A recommended condition of consent (if granted) restricts hours of operation as proposed; any identified contravention of a condition of consent may be subject to Council compliance action.

1. Incompatibility with surrounding residential land uses

One submission suggests the development is incompatible with surrounding residential land uses, asserting, "...the building of storage units in a residential area seems to be very short sighted and doesn't appear to fit in with Council's forward planning vision for Crookwell".

Upper Lachlan Strategy: 2020 Vision (the Strategy), dated 2009, identifies the following “future direction statements” for the Crookwell area:

- Crookwell/Narrawa/Wheeo: A happy relaxed family oriented community with a balanced age profile, good local facilities (health, sporting and comfortable cemetery), nice streets, gardens, fresh air, maintenance of a rural atmosphere, prosperous businesses and tourism enhancing the village atmosphere, and good roads and communications.
- A happy, growing and prosperous area that is inviting for all with a sustained rural outlook. A busy and thriving town area with craft, antique and tourist places.
- An area that recognises, respects and preserves the identity of all localities that make up the Upper Lachlan local government area.

The Strategy provides the primary basis of Upper Lachlan Local Environmental Plan 2010 (the LEP), with its particular aims specified at clause 1.2 (2):

- (a) to provide planning controls for Upper Lachlan and to update and consolidate into one instrument the various planning controls that currently apply to Upper Lachlan,
- (b) to encourage the sustainable management, development and conservation of natural resources,
- (c) to promote the use of rural resources for agriculture and primary production including fishing, forestry, mining and related processing, service and value adding industries,
- (d) to protect and conserve the environmental and cultural heritage of Upper Lachlan,
- (e) to encourage new residents to Upper Lachlan by providing a range of housing opportunities in the main towns and villages,
- (f) to allow development only if it occurs in a manner that minimises risks due to environmental hazards, and minimises risks to important elements of the physical environment, including water quality,
- (g) to promote and coordinate the orderly and economic use and development of land in Upper Lachlan,
- (h) to protect and enhance watercourses, riparian habitats, wetlands and water quality within Upper Lachlan's drinking water catchments so as to enable the achievement of the water quality objectives.

The LEP also specifies the following objectives of Zone R2 Low Density Residential, within which the subject land is located:

- To provide for the housing needs of the community within a low density residential environment.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.
- To facilitate the orderly and economic development of land for residential purposes and associated urban activities.
- To facilitate and promote the effective provision of affordable and suitable housing for varying household needs and community preferences.
- To protect creeks and waterways associated with the immediate and surrounding area.

The development is for a purpose permitted with consent in Zone R2. However, it should be acknowledged that permissibility of development for a particular purpose in a zone does not necessarily imply any such development is consistent with the zone objectives or desirable in all circumstances. This aside, provided recommended conditions of consent (if granted) are complied with, the proposed development is not overall considered to contradict the Strategy's “future direction statements” for Crookwell, the particular aims of the LEP, or the R2 zone objectives, and is not expected to have any significant negative impact on residential amenity in the locality.

5. Potential headlight glare from internal vehicle traffic

One submission expresses concern that night time vehicle movements within the development may result in impacts on adjoining properties from headlight glare, and suggests erection of solid screen fencing to prevent this.

As discussed earlier, the development may be expected to generate around 27 daily vehicle trips. Proposed hours of operation are from 7:00am to 6:00pm daily. There is thus limited likelihood that vehicles manoeuvring on the land will have headlights switched on, perhaps with rare late afternoon exceptions in winter months. In addition, erection of high solid fencing on the land's boundaries may remove opportunities for passive surveillance, providing concealment opportunities for potential intruders and, in turn, facilitating criminal activity such as break and enter offences. On balance, it is considered appropriate that a recommended condition of consent (if granted) requires

attachment of solid screening to the lower 1200mm of the land's existing chain mesh security fencing, on the land's southern (rear) and western side boundaries only.

6. Noise

One submission suggests erection of solid fencing to prevent noise impacts upon surrounding properties from the development.

A recommended condition of consent (if granted) restricts the development's hours of operation to 7:00am to 6:00pm daily, as proposed. Noise emitted from the development within these hours is not expected to significantly compromise residential amenity in the locality.

Desk Top Assessment

Provisions prescribed by EP&A Regulations	Clause 92 (AS2601) - Demolition of Structures	N/A
	Clause 93 Fire Safety Considerations (Change of use of an existing building):	N/A
	Clause 94 Fire Safety Considerations (rebuilding/altering/enlarging/extending existing building(s):	N/A
79c 1(a) any environmental planning instrument:	<p>State environmental planning policies (SEPPs)</p> <p>The application has been considered with regard to the relevant provisions of applicable SEPPs, including:</p> <ul style="list-style-type: none"> SEPP 55—Remediation of Land SEPP 64—Advertising and Signage <p>With respect to SEPP 64, information accompanying the application indicates it is proposed to erect and display a business identification sign, but little detail of the proposed signage is given. A recommended condition of consent (if granted) therefore specifies the consent does not permit erection or display of any signage other than identified by an environmental planning instrument as not requiring consent.</p>	

Upper Lachlan Local Environmental Plan 2010 (the LEP)

The application has been considered with regard to the relevant provisions of the LEP, including:

- Clause 1.2—Aims of Plan
- Clause 1.4—Definitions
- Clause 2.3—Zone objectives and Land Use Table
- Clause 5.10—Heritage conservation
- Clause 6.2—Biodiversity
- Clause 6.4—Water
- Clause 6.5—Earthworks
- Clause 6.9—Essential services.

With respect to clause 1.4, the development is for the purpose of *self-storage units*.

With respect to clause 2.3, the land is in Zone R2 Low Density Residential, within which development for the purpose of *self-storage units* is permissible with consent.

With respect to clause 5.10, the land is in proximity to Crookwell District Hospital, which is identified as a locally significant heritage item. The application was referred to Council's Heritage Advisor, who raises no objection to the proposed development.

With respect to clause 6.2, the Upper Lachlan Biodiversity Planning Framework indicates the land includes Tableland Basalt Forest. The application was referred to the NSW Office of Environment & Heritage, which does not object to the proposed development.

(b) Any draft environmental planning instrument: Nil

(c) Any Development Control Plan (DCP) - Upper Lachlan Development Control Plan 2010:

The application has been considered with regard to the relevant planning provisions of the DCP including;

- Section 2—Plan objectives
- Section 2.1—Village/residential development objectives
- Section 3.14—Notification
- Section 4—General development controls
- Section 4.1.1—Matters for consideration (general)
- Section 4.2.1—Tree and vegetation preservation
- Section 4.2.6—Biodiversity management
- Section 4.3.2—Landscaping
- Section 4.3.3—Disability standards for access
- Section 4.3.4—Crime prevention through environmental design
- Section 4.4.1—European (non-indigenous) heritage conservation
- Section 4.5.2—Stormwater management
- Section 4.6.1—Vehicular access and parking
- Section 9.7—Advertising signage
- Section 10.1—Utility services

With respect to section 4.3.4, the proposed development is considered satisfactory with respect to crime prevention. It includes sensor lighting and landscaping that is not considered likely to provide concealment opportunities for intruders.

With respect to Section 4.6.1, the development includes one off street car parking space for use by people with disabilities. On site vehicle manoeuvring areas appear satisfactory for a design car or car and trailer, and marginally satisfactory for an 8.8m service vehicle. A recommended condition of consent (if granted) requires provision of clear pavement markings indicating one way travel within the development. A further recommended condition requires provision of a vehicle access driveway from McDonald Street to the development in accordance with requirements specified by Council's Works and Operations Department.

Impacts in the locality:

CONTEXT & SETTING	Satisfactory, provided recommended conditions of consent (if granted) are complied with.
ACCESS, TRANSPORT & TRAFFIC	Satisfactory, provided recommended conditions of consent (if granted) are complied with.
LANDSCAPING / CLEARING	Satisfactory.
NOISE	Satisfactory.
SAFETY, SECURITY & CRIME PREVENTION (NSW POLICE SERVICE CHECKLIST)	Satisfactory.
ECONOMIC IMPACT IN THE LOCALITY	Satisfactory.
SITE DESIGN & INTERNAL DESIGN	Satisfactory, provided recommended conditions of consent (if granted) are complied with.
FLORA & FAUNA (8 POINT TEST WHERE REQUIRED)	Satisfactory.
NATURAL HAZARDS	Satisfactory.
TECHNOLOGICAL HAZARDS	Satisfactory.
CONSTRUCTION	Satisfactory, provided recommended conditions of consent (if granted) are complied with.

The suitability of the site for the development

Does the proposal fit the locality

Yes, provided recommended conditions of consent (if granted) are complied with.

☐ Are the site attributes conducive to development: Yes

The public interest

Approval of the proposal would not be considered contrary to the public interest.

S94/ Contribution Plan

Only roads contributions may be applied to the development; waste management, open space and recreation, community facilities, emergency services and plan administration contributions are not applicable.

The land is vacant and does not enjoy any contributions "credit".

For the purpose of calculating applicable roads contributions under the contributions plan, the development is considered akin to a warehouse. The contributions plan suggests a warehouse may be expected to generate four daily vehicle movements per 100m² gross floor area. The development's gross floor area is 666m², so it might be expected to generate $666 / 100 \times 4 = 26.64$ (say 27) daily vehicle movements.

The contributions plan suggests a single dwelling house may be expected to generate 11 daily vehicle trips (it is noted that this contradicts NSW Roads and Maritime Services' Guide to Traffic Generating Developments, which suggests a dwelling house may be expected to generate only nine daily vehicle trips). The contributions plan thus suggests the proposed development would generate daily traffic movements equivalent to $27 / 11 = 2.45$ dwelling houses.

The roads contribution applicable to the proposed development under Council's 2017/18 fees and charges is therefore $2.45 \times \$9,465.00 = \$23,189.25$. A recommended condition of consent (if granted) requires payment of this contribution.

S64 Contributions

Information and drawings accompanying the application indicate the development does not include any facilities likely to place additional demand on Council water supply or sewerage services, therefore no section 64 contributions apply in this instance.

Assessment Summary:

Provided recommended consent conditions are complied with, the proposed development is considered satisfactory with respect to the relevant provisions of applicable environmental planning instruments, development control plans and Council policies, and is not expected to have any significant negative impact on the environment or the character and amenity of the locality.

Recommendation:

The Council determines development application 60/2017 by granting consent, subject to conditions in accordance with the EP&A Act and regulations and Council practices.

Primary assessing officer:


Karinne Granger
Trainee Development Control Planner

Date: 5 October 2017

Peer/supervisor review:


Roland Wong
Manager of Environment & Planning

Date: 5 October 2017

Crookwell NSW 2583

September 8, 2017

The General Manager
Mr John Bell
Upper Lachlan Shire Council
Spring Street
Crookwell NSW 2583

Re: Proposed storage units in McDonald Street, Crookwell – Normanton Holdings

We would like to object to the building of storage units in McDonald Street adjacent to the Frail Aged Association units and the Ambulance entry/exit of the Crookwell District Hospital.

We have raised the issue of the large amount of traffic using McDonald Street, Kialla Road and Picker Street with Council on previous occasions; at times the number of vehicles speeding along Kialla Road makes it almost impossible to safely enter Kialla Road

We are concerned that with the building of these storage units the traffic will increase substantially, depending on what is stored in the units and how often they are accessed.

I understand that the units will be accessible between 7am and 7pm; how will this be enforced?

After attending a number of Council meetings and listening to Councillors discussing long-term planning for the Shire, the building of storage units in a residential area seems to be very short sighted and doesn't appear to fit in with Council's forward planning vision for Crookwell.

Reading in last month's Business Papers that Council permits storage units to be built in residential areas and does not allow them to be built in light industrial areas appears odd to say the least.

We became aware of this development application by reading the Council business papers as only adjoining property owners were required to be notified.

Yours faithfully,

Karinne Granger

From:
Sent: Thursday, 14 September 2017 9:15 AM
To: Upper Lachlan Shire Council
Subject: Attention: Karinne Granger

Good Morning Karinne,

I am writing in response to the DA No: '60/2017 – Erection of Buildings and the Carrying Out of Works for the Purpose of Self Storage Units'.

As discussed, I did try calling on Tuesday 12 September to discuss this matter. I thank you for getting back to me today.

On behalf of the

I would like to formally request that a fence be erected that shields the residents from car headlights being shone into and noise from the development. Could this request please be formally passed onto Council for consideration?

I look forward to Council's response.

Kind Regards

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22 September 2017

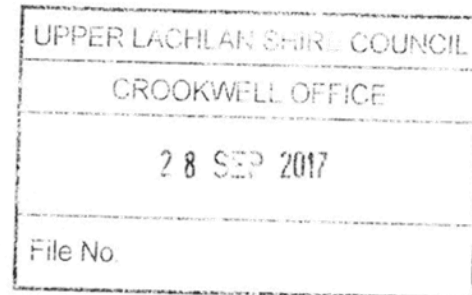
CROOKWELL NSW 2583

The General Manager
Upper Lachlan Shire Council
Spring Street
CROOKWELL NSW 2583

Cc: Planning Department
Upper Lachlan Shire Council

Dear Sir

DA 60/2017 McDonald St Crookwell
Lot 370 DP 821754
Commercial Use Storage Premises



We wish to lodge an objection to the above development application on the grounds that it contravenes the Upper Lachlan Local Environment Plan 2010 in that Storage premises are specifically prohibited under section 4 of the *Zone R2 Low Density Residential* and as can be seen in the DA application, this development is storage premises.

While we understand that Section 3 allows self-storage units we believe there is ambiguity in the Upper Lachlan LEP. As you will be aware we have been reviewing the possibility of constructing self storage Units at . We have been advised that self storage units are prohibited in that IN2 Light industrial zone because they are storage premises. It is our contention that if they are storage premises they are prohibited in both zonings. If they are not storage premises (Which must be the case if allowed in the R2 zone), then we should never have been advised that they are prohibited and we could have been allowed with permitted consent under section 3*Any other development not specified in item 2 or 4.*

We are of the opinion that the development in McDonald Street Crookwell should not be given approval until the above ambiguity is resolved by the Upper Lachlan Shire. It is our contention that this type of development is more suited to the Zoning IN2 rather than R2 when you review the objectives of each of these zones.

We thank you for your time in considering this objection.

DEVELOPMENT APPLICATION 60/2017 – McDONALD STREET, CROOKWELL:
RECOMMENDED CONDITIONS OF CONSENT.

PART 1 - GENERAL CONDITIONS

The following conditions have been applied to ensure that the use of the land and /or the building is carried out in such a manner that it is consistent with the aims and objectives of the planning instrument affecting the land.

For the purpose of these conditions, the term ‘applicant’ means any person who has the authority to act on the development consent.

- (1) Except where otherwise required or permitted by conditions of development consent, the development shall be carried out generally in accordance with the information submitted in support of the development application and the following stamped consent drawings, including any notations or amendments marked by Council in red.
 - “Plan Showing Proposed Development”, Plan No 1715, prepared by Laterals Planning, dated 19 July 2017 (received by Council 24 August 2017)
 - “Building for: Sean Proudman Storage Sheds” Job No 18556, prepared by Southern Garages and Buildings, undated
 - “Plan Showing Proposed Development” (landscape plan), Plan No 1715, prepared by Laterals Planning, dated 19 July 2017 (received by Council 7 August 2017).
- (2) All building work shall be carried out in accordance with the provisions of the Building Code of Australia. A reference to the Building Code of Australia is a reference to that Code as in force on the date that an application for a relevant construction certificate is made.
- (3) The consent does not permit any use or adaptation of the development for any purpose inconsistent with the definition of self-storage units as specified by Upper Lachlan Local Environmental Plan 2010.
- (4) The consent does not permit the erection or display of any signage other than specified by a condition of consent, or identified by an environmental planning instrument as not requiring consent.
- (5) If Council is appointed as the Principal Certifying Authority for the development, at least 48 hours’ notice shall be given to Council to permit inspection of Class 5, 6, 7, 8 or 9 building works:
 - (a) After excavation for, and before placement of, any footings;
 - (b) Prior to covering any stormwater drainage connections, and
 - (c) After building work has been completed and prior to any occupation certificate being issued in relation to the building.

These are critical stage inspections and must be inspected by the Principal Certifying Authority.

Bookings for inspections should be made through Council’s Crookwell Office on 02 4830 1000.

- (6) General public access to the development shall be permitted only between 7:00am and 6:00pm daily. In this regard, signage shall be prominently displayed at the development’s McDonald Street vehicle entry/exit point, indicating, “NO PUBLIC ACCESS PERMITTED BEFORE 7:00am OR AFTER 6:00pm ON ANY DAY”.

- (7) The consent does not permit any earthworks or removal of vegetation other than indicated by the stamped consent drawings, or identified by an environmental planning instrument as not requiring consent.

PART 2 - PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of a construction certificate by the principal certifying authority. All necessary information to comply with the following conditions of consent must be submitted with the application for a construction certificate.

- (8) No construction certificate shall be granted for any building work in the development unless details, specifications and drawings submitted with the application for construction certificate are consistent with the development consent, including the stamped consent drawings.
- (9) If Council is appointed as the principal certifying authority for the development, no construction certificate shall be granted for any building work in the development unless a geotechnical report indicating the classification of the site has been prepared and submitted to Council.
- (10) If Council is appointed as the principal certifying authority for the development, no construction certificate shall be granted for any building work in the development unless satisfactory practicing structural engineer's details of footings, slab(s) and structural components have been submitted to and approved by Council.
- (11) No construction certificate shall be granted for any building work in the development unless the following contributions have been paid to Council in accordance with section 94 of the Environmental Planning and Assessment Act 1979 and Upper Lachlan Development Contributions Plan 2007:

Roads \$23,189.25

TOTAL \$23,189.25

The above contributions are current at the time of determination of the development application and, until paid, shall be adjusted annually on 1 July by reference to the Consumer Price Index (All Groups) Sydney following publication by the Australian Bureau of Statistics.

- (12) Any application for a construction certificate for building work in the development shall be accompanied by information and drawings demonstrating compliance with the Building Code of Australia.
- (13) No construction certificate shall be granted for building work in the development unless engineering details of the proposed driveway from McDonald Street to the land have been submitted to and approved by Council's Works and Operations Department. In this regard:
- The driveway shall be provided with a maximum grade of 20%, including 200mm consolidated thickness of approved gravel pavement, with a minimum 4.0m width at the entrance gate and 8.0m width at the edge of the road pavement. The pavement shall be sealed with a double 14/7mm bituminous seal or 30mm consolidated thickness of asphaltic concrete.
 - The finished surface of the vehicle access shall follow the existing footpath profile.
 - If required the existing culvert shall be widened with pipe extensions and the installation of two precast headwalls.

PART 3 - PRIOR TO COMMENCEMENT OF WORK

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with prior to the commencement of any work on site.

- (14) No building work in the development shall commence unless the following provisions of section 81A of the Environmental Planning and Assessment Act 1979 (the Act) have been complied with:
- (a) A construction certificate for the building work concerned shall be obtained; and
 - (b) A principal certifying authority shall be appointed and Council shall be notified of the appointment; and
 - (c) Council shall be notified in writing at least two days prior to building work commencing.
- (15) No building work in the development shall commence unless a sign has been erected, in a prominent position on any site on which such work is being carried out:
- (a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the work site is prohibited.

Any such sign shall be maintained while the building work is being carried out, but must be removed when the work has been completed.

- (16) No building work in the development shall commence unless provision has been made for temporary toilet accommodation on the site of the work.
- (17) No work in the development shall commence unless satisfactory erosion and sediment controls have been put in place to prevent soil erosion, water pollution and the discharge of loose sediment on surrounding land as follows. Such measures shall include:
- Diversion of uncontaminated run-off around cleared or disturbed areas, and
 - Erection of silt fencing to prevent debris escaping into drainage systems and waterways, and
 - Prevention of tracking of sediment by vehicles onto roads, and
 - Stockpiling of topsoil, excavated material, construction and landscaping supplies and debris at the site of works.

The above controls shall remain in place until all disturbed ground surfaces at the development site have been rehabilitated, vegetated and/or stabilised to prevent erosion or sediment loss.

PART 4 - DURING CONSTRUCTION

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with during the construction of the development on site.

- (18) Building and other work in the development shall be carried out only:
- On Mondays to Fridays between 7:00am and 6:00pm, and
 - On Saturdays between 7:00am and 1:00pm if inaudible on residential premises, otherwise 8.00 a.m. to 1.00 p.m.

No building or other work in the development shall be carried out on Sundays or public holidays.

- (19) The development, including any building component, vehicle manoeuvring, parking and loading/unloading facility, shall comply with Australian Standard AS1428.1-2001 – Design for access and mobility.
- (20) No building material or waste shall be permitted to be deposited on any Council land, including public reserves, roads, gutters or footpaths. Unless pre-existing damage to Council infrastructure is notified to Council in writing prior to commencement of any building or other work in the development, Council will hold the person(s) having the benefit of the consent liable for the cost of any necessary repairs.
- (21) Alterations to natural surface contours shall not impede or divert natural surface water runoff so as to cause a nuisance to adjoining property owners or create an erosion or sediment problem.
- (22) Roofwater and surface water runoff shall be discharged to the water table or Council's stormwater drainage system, away from any existing or proposed building.

PART 5 - PRIOR TO ISSUE OF THE OCCUPATION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of an occupation certificate by the principal certifying authority. All necessary information to comply with the following conditions of consent must be submitted with the application for an occupation certificate.

- (23) The development shall not be occupied unless an occupation certificate has been obtained for the development.
- (24) If any damage is caused to any Council asset or infrastructure in the carrying out of the development or any associated transportation, no occupation certificate shall be granted for the development unless satisfactory repairs are carried out under Council's direction and at no expense to Council.
- (25) No occupation certificate shall be granted for the development unless all necessary fire safety certificates, with respect to the Fire Safety Schedule, have been submitted to the principal certifying authority for the development.
- (26) No occupation certificate shall be granted for the development unless prominent signage has been erected at the development's entry/exit point, and at appropriate locations within the development, advising the proprietor's emergency contact details including phone number(s).
- (27) No occupation certificate shall be granted for the development unless a vehicular access driveway has been provided from McDonald Street to the land in accordance with relevant Council standards and conditions of consent. All work in the road reserve area shall be conducted by Council or a Council approved contractor in compliance with the Work Health & Safety Act 2011 and subordinate legislation.
- (28) No occupation certificate shall be granted for the development unless vehicle entry/exit, manoeuvring, parking and loading/unloading areas in the development have been constructed, paved and delineated:
 - (a) So that the surface water or runoff is disposed of by a drainage system connected to the existing stormwater drainage system
 - (b) In accordance with AS/NZS2890.1:2004, parking facilities, Part 1: Off-street car parking or AS:2890.2-2002, Parking facilities, Part 2: Off-street commercial vehicle facilities.

- (29) No occupation certificate shall be granted for the development unless the paved internal access road is clearly marked to indicate on-way travel on site, as indicated by the stamped consent drawings.
- (30) No occupation certificate shall be granted for the development unless a solid screen has been provided to the land's southern (rear) and western side boundary fencing to a height of 1200mm, to ensure neighbouring properties are shielded from car headlights.

Environment and Planning - 19 October 2017

ITEM 9.5 **Outdoor Dining Policy Review**

FILE REFERENCE **I17/567**

AUTHOR **Director of Environment and Planning**

ISSUE

Review of the Outdoor Dining Policy (formally Footpath Usage Policy).

RECOMMENDATION That -

1. Council places the Outdoor Dining Policy on public exhibition for a minimum period of 28 days to seek public comment / submissions.

BACKGROUND

The former Footpath Usage Policy was last reviewed on the 21 June 2012.

REPORT

The review highlighted a number of issues that need to be addressed including the renaming of the Policy to more accurately express the intent of the Policy.

Changes to the reviewed former Footpath Usage Policy are highlighted as follows:

- Red – proposed deletion
- Yellow – proposed updating.

The reviewed policy was placed before the Access Committee in June and September 2017.

POLICY IMPACT

Renaming of the former Footpath Usage Policy to Outdoor Dining Policy to more accurately express the intent of the Policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

The reviewed policy has provisions for the submission of an Outdoor Dining Application form and fee. The fee(s) are outlined in Council's adopted Operational Plan.