

12 INFRASTRUCTURE DEPARTMENT

The following items are submitted for consideration -

12.1	Wheeo Road and Peelwood Road School Bus Routes	298
12.2	Bridge maintenance works in 2019/2020 Operational Plan	326

Infrastructure Department - 19 September 2019

ITEM 12.1 **Wheeo Road and Peelwood Road School Bus Routes**

FILE REFERENCE **I19/624**

AUTHOR **Road Safety, Traffic and Assets Officer**

ISSUE

Safety concerns related to school bus raised in Council meeting (min 139/19).

RECOMMENDATION That -

1. Council undertake sealing work on Wheeo Road to minimise safety issues as this road is the main connection between Grabben Gullen Road (MR52) and Boorowa Road (MR248);
2. Council lodge a funding application for the sealing of the unsealed section of Peelwood Road from Phils River to Peelwood Village.

BACKGROUND

Council resolved to investigate safety concerns related to school bus runs through Wheeo Road and Peelwood Road (min 139/19).

Both roads have been inspected on 25 July 2019 and 26 July 2019 respectively, as per the Council resolution. Wheeo Road was inspected from Grabben Gullen Road to Boorowa Road, with Peelwood Road inspected from Laggan Road to Cooksvale Road.

This report outlines the outcome of the two site investigations.

REPORT

This report addresses the safety concerns related to school bus routes on Wheeo Road and Peelwood Road. Please see attached the two reports for further details of site inspection investigations as **Attachment 1 and Attachment 2**.

The sealing of the unsealed section of Peelwood Road may require up to \$18m and therefore unlikely to receive funding in the near future. Council may consider splitting the project over several years for grant funding.

Wheeo Road is assessed and it is recommended that no further action is taken at this point in time and that the condition of the road is monitored and maintained as an unsealed road.

POLICY IMPACT

Nil, if adopt the recommendations in this report

OPTIONS

The current traffic volume on those two roads are very low therefore it is unlikely to receive major funding. Options such as providing school bus stop bays can be considered when the traffic volume on those roads are warranted and/or when those roads are due for re-construction as unsealed roads in the future.

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil, if adopting the recommendations in this report.

RECOMMENDATION That -

1. Council undertake sealing work on Wheeo Road to minimise safety issues as this road is the main connection between Grabben Gullen Road (MR52) and Boorowa Road (MR248);
2. Council lodge a funding application for the sealing of the unsealed section of Peelwood Road from Phils River to Peelwood Village.

ATTACHMENTS

1.	Report on Wheeo Road from Grabben Gullen Road to Boorowa Road	Attachment
2.	Report on Peelwood Road from Laggan Road to Cooksvale Road	Attachment

LOCATION: Wheeo Road from Grabben Gullen Road to Boorowa Road

Map A: segment of Wheeo Road inspected on 25 July 2019



Situation:

This was an item raised from the MANEX Meeting in July 2019. The issue was safety concerns related to the school bus on this road. On 25 July 2019, a consultation was conducted with Mr. Collin Pitt (Bus Operator) of the school bus on Wheeo Road. Pitt Bus Company has eight stops along Wheeo Road. However, Mr. Collin Pitt said he has no safety issue on this road for his school bus.

Investigation:

A site investigation was conducted on 25 July 2019 by Charlie Xiong, ULSC Road Safety, Traffic and Assets Officer. The segment from Grabben Gullen Road to Boorowa Road was inspected. Wheeo Road is a narrow road with about six meters width in some segments. Several segments of this road near the villages and main intersections are sealed, and the rest is unsealed. There is no shoulder for a school bus to pull-over to be outside the travel path. The school bus stops will need to be in the road to pick-up and drop-off students. To provide a pull-over bay for a school bus will require significant civil works and changes to the existing open drain channels along the road. Some sections of the unsealed segments should be re-graded to provide a smoother road surface and control erosion problems.

Below are photos from the site inspection.



Photo 1: northbound on Wheeo Road near Caledonia Street, looking north



Photo 2: northbound on Wheeo Road near Grabben Gullen Creek, looking north, start of unsealed segment



Photo 3: northbound on Wheeo Road near Bertalba Road, looking north, unsealed segment



Photo 4: northbound on Wheeo Road near Hawthornes Tree Road, looking south, sealed segment



Photo 5: northbound on Wheeo Road near Wheeo Cementery, looking north, sealed segment



Photo 6: northbound on Wheeo Road near Sapphire Road, looking north, sealed segment



Photo 7: northbound on Wheeo Road at Sapphire Road, looking south, sealed segment



Photo 8: northbound on Wheeo Road near Bevendal Road, looking north, sealed segment



Photo 9: on northbound on Wheeo Road at Bevendal Road, looking south, sealed segment



Photo 10: on northbound on Wheeo Road just pass Bevendal Road, looking north, unsealed segment



Photo 11: on northbound on Wheeo Road, 500 meters north of Bevendal Road, looking north, unsealed segment



Photo 12: on northbound on Wheeo Road, 1.5km north of Bevendal Road, looking north, unsealed segment



Photo 13: on northbound on Wheeo Road, 2.5km north of Bevendal Road, looking north, unsealed segment



Photo 14: on northbound on Wheeo Road, 300m from Boorowa Road, looking south, unsealed to sealed segment



Photo 15: on northbound on Wheeo Road, 100m from Boorowa Road, looking south, sealed segment



Photo 16: on northbound on Wheeo Road, looking north to Boorowa Road, sealed segment

Solutions:

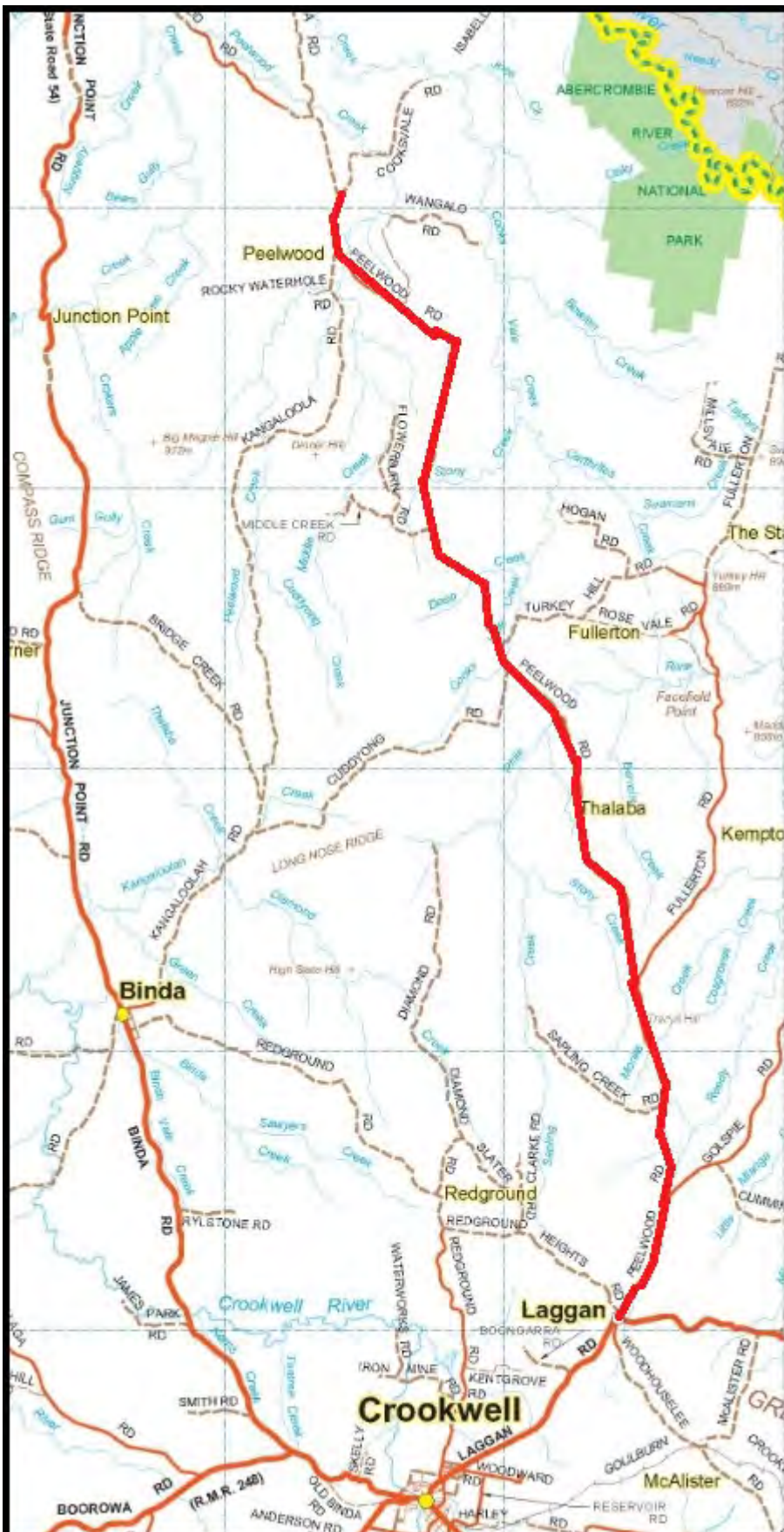
Wheeo Road is a low traffic volume road. The unsealed sections of Wheeo Road are recommended for re-graded to provide better drainage and erosion control on the road surface. The road is narrow with steep front slopes to the open drainage channels. The construction of pull-over bays for a school bus stop will require significant earthworks in addition to the changes of the existing drainage channels. Constructing a pull-over bus bay with 3 meters wide and 20 meters long for school bus at each specific location would be the ideal solution to address any safety concern for school bus on this road. However, the installation of these bays is not cost effective until this road is re-designed up to the standard level so that these bus bays can be incorporated into the new design.

On a low traffic volume road, it is normal for a school bus to stop in the road to drop-off and pick-up students. In the future, when safety issues are evidenced on this road, then these pull-over bus bays will be assessed. These bus stop bays can be considered when this road is due for re-construction. Wheeo Road is a main connection between Grabben Gullen Road (MR52) and Boorowa Road (MR248), it should be programmed into the future capital works program for re-construction.

The ideal option to address school bus safety on the road is to adopt the American model of school bus laws. Under these laws, wherever a school bus stops on the road with its flashing stop sign on then traffic from all approaches must stop. These school bus laws require drivers to stop and wait for a stopped school bus to load or unload and the students are off the road. These school bus laws protect school children on the road. All drivers on the road must stop and wait until the school bus moves again; drivers can overtake or pass the school bus if this flashing red light is off. Any driver not complying with these school bus laws, can get heavy fines, loss of demerit points, and/or license suspension.

LOCATION: Peelwood Road from Laggan Road to Cooksvale Road

Map A: segment of Peelwood Road inspected on 26 July 2019



Situation:

This report demonstrates traffic safety investigation to the item raised from MANEX Meeting in July 2019. The issue was safety concerns related to the school bus on Peelwood road. This road is a school bus route, however Council was unable to find out who is the bus operator on this road. Council requested to obtain this information from various bus operators, however they have not provided their routes to Council as yet. At this point of time, Council is not aware of the current school bus stops on this road.

Investigation:

A site inspection was conducted on 26 July 2019 by Charlie Xiong, ULSC Road Safety, Traffic and Assets Officer. The segment from Laggan Road to Cooksvale Road was inspected. Peelwood Road is a narrow road with about eight meters width. This road is sealed to Phils River, and the next 18km to the Peelwood Village is unsealed. Another 2km from the Peelwood Village to Cooksvale Road is also unsealed.

On this road, there is no shoulder for a school bus to pull-over to be outside the travel path. The school bus would stop in the road to pick-up and drop-off students. In the existing road features, to provide pull-over bays for a school bus will require significant civil works to install the bus bays and to modify the existing open drain channels.

There were other features of the road that will require attention in regard to road safety. These features included significant erosion in the unsealed segments of the road, and locations with insufficient clear zones. A number of trees and vegetation will need to be cleared or trimmed to improve sight distances, and to prevent vehicle from collisions with these roadside hazards. It is recommended that the unsealed sections be re-grade or preferably to be sealed to control erosion on the road surface.

The followings were photos from this site inspection.



Photo 1: northbound on Peelwood Road, at Laggan Hall, looking north



Photo 2: northbound on Peelwood Road, by Laggan Cemetery, looking south



Photo 3: northbound on Peelwood Road, at Golspie Road, looking north



Photo 3: northbound on Peelwood Road, at Golspie Road, looking south



Photo 4: northbound on Peelwood Road, 650m north of Golspie Road, looking north



Photo 5: northbound on Peelwood Road, near Sapling Creek Road, looking north



Photo 6: northbound on Peelwood Road, at Fullerton Road, looking south



Photo 7: northbound on Peelwood Road, at Fullerton Road, looking north



Photo 8: northbound on Peelwood Road, 5km north of Fullerton Road, looking south



Photo 9: northbound on Peelwood Road, 300m north of Phils Creek Bridge, looking north



Photo 10: northbound on Peelwood Road, at Cooks Vale Creek, looking north



Photo 11: northbound on Peelwood Road, at Flowerburn Road, looking north



Photo 12: northbound on Peelwood Road, at Stony Creek, looking north



Photo 13: northbound on Peelwood Road, 3km north of Stony Creek, looking north



Photo 14: northbound on Peelwood Road, 300m south of Wangalo Road, looking north



Photo 15: northbound on Peelwood Road, at Peelwood Creek Bridge, looking north



Photo 16: northbound on Peelwood Road, at Peelwood Village, looking north



Photo 17: northbound on Peelwood Road, at Cooks Vale Road, looking north

Solutions:

This is a low traffic volume road outside the villages. It is recommended that the unsealed sections on this road be re-graded for better drainage and erosion control on the road surface. Providing a pull-over of bus bay with 3 meters wide and 20 meters long for school bus would be ideal to address the safety concerns of school bus on this road. However, these bays are not viable to construct within the current road features. The existing road features include very narrow shoulders with steep front slopes to the open drainage channels. Also construction of these bus bays will requires significant earthworks along with major changes to the existing drainage channels. Ideally, these bus bays should be incorporated into the new design when this road is due for re-construction in the future.

On a low traffic volume road, it is normal for school bus to stop in the road to drop-off and pick-up students. In the future, if traffic volume on this road has increased to a level where evidences of safety are documented, then these pull-over bus bays will be considered. For the short-term, it is recommended to seal the section from the Peelwood Village to Phils River Bridge where the majority of traffic are generated. The estimated cost to seal or upgrade this section would be about \$18 million, at \$1 million per km. Council is required to consider funding this work in its feature program.

An alternative option is that a pull-over bay (layby) can be provided for a school bus or a large vehicle within a property access (driveway) if the design is modified as shown in Figure 1 and Figure 2 (see Guide to Road Design Part 4). The typical driveway for a small vehicle (Figure 1) could be modified to a larger radius with a taper area (Figure 2) to accommodate a school bus or a large vehicle to safely pull-over. This option will be more cost effective in that one bus bay is incorporated into the design of the driveway, and Council would only need to install one bay on the other side of the road. The guidelines recommended to have two pull-over bays at a location, with one bay per road side. This alternative option can service a school bus, waste bin truck, and other large vehicles.

The ideal option to address school bus safety on the road is to adopt the American model of school bus laws. Under these laws, wherever a school bus stops on the road with its flashing stop sign on then traffic from all approaches must stop. These school bus laws require drivers to stop and wait for a stopped school bus to load or unload and the students are off the road. These school bus laws protect school children on the road. All drivers on the road must stop and wait until the school bus moves again; drivers can overtake or pass the school bus if this flashing red light is off. Any driver not complying with these school bus laws, can get heavy fines, loss of demerit points, and/or license suspension.

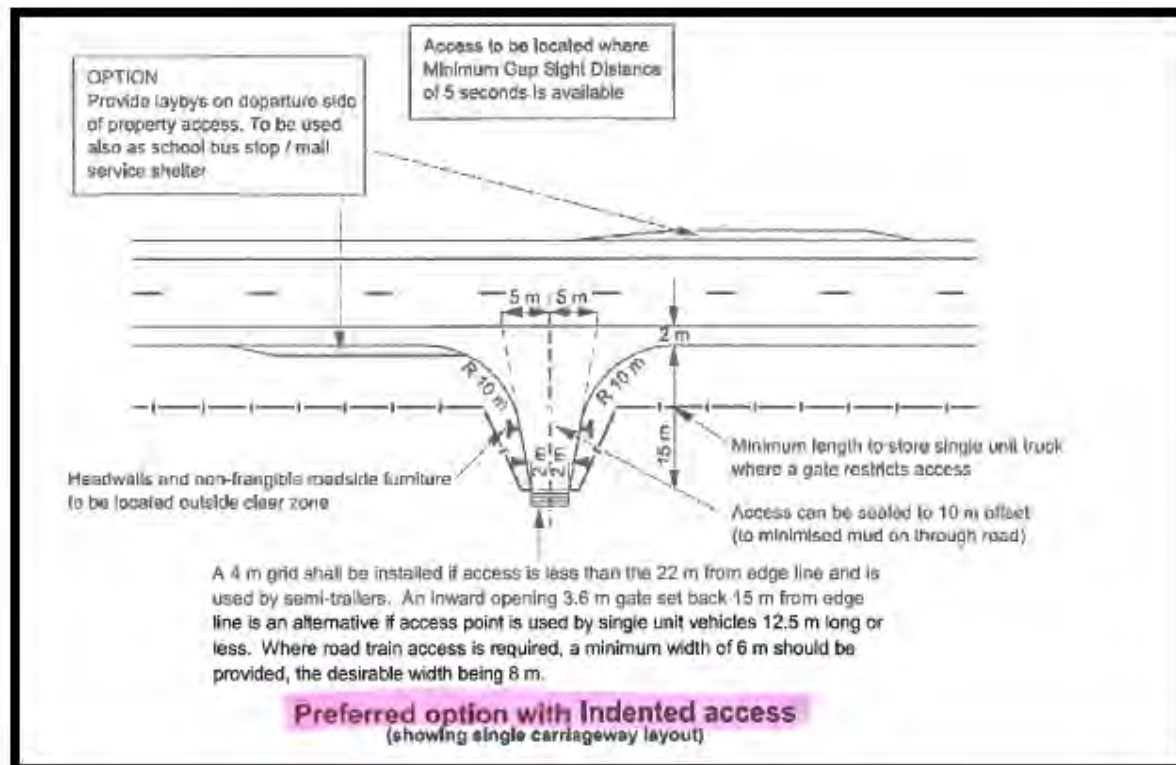


Figure 1: Driveway for small vehicle on a rural road

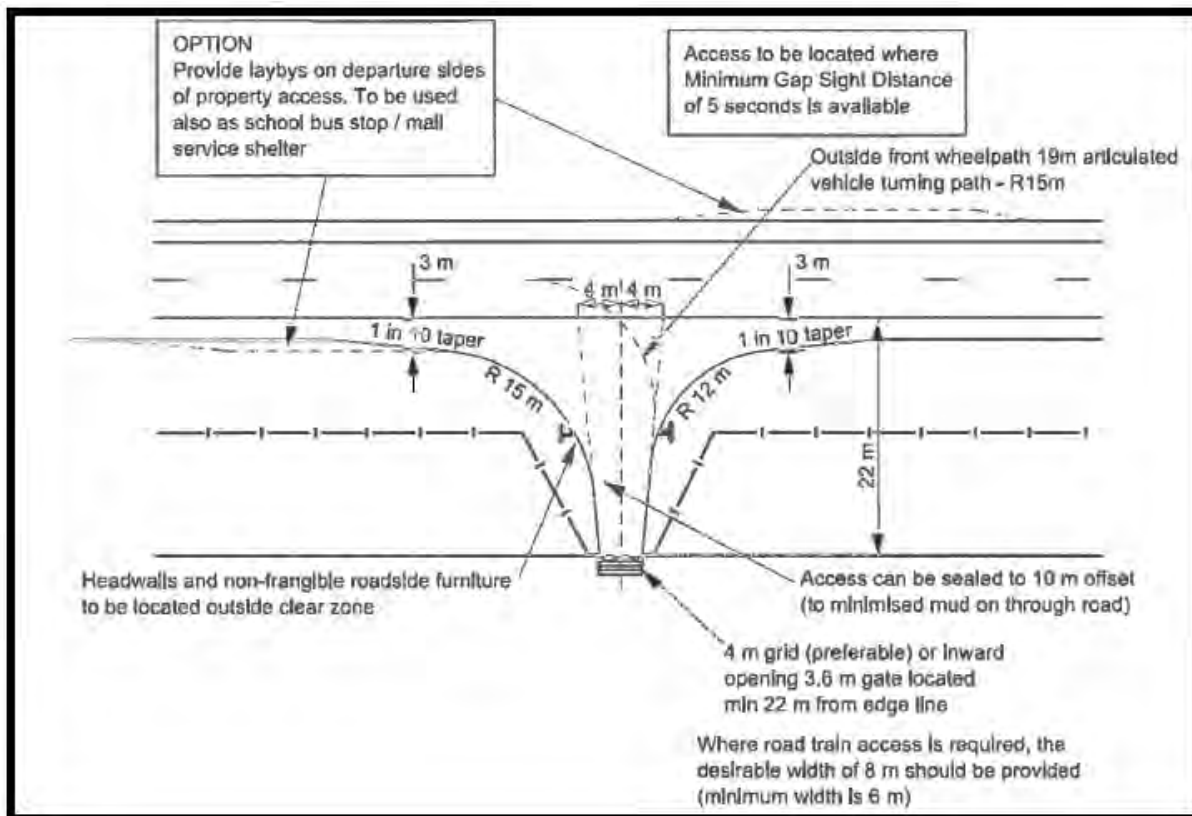


Figure 2: Driveway for large vehicle on a rural road

Infrastructure Department - 19 September 2019

ITEM 12.2 **Bridge maintenance works in 2019/2020 Operational Plan**

FILE REFERENCE **I19/605**

AUTHOR **Director of Infrastructure**

ISSUE

This report provides a broad overview and update of the bridge issues related to load limits.

RECOMMENDATION That -

1. Council receives the report and notes that No. 4 of the Council resolution (Min 1979/19) has now been superseded.

BACKGROUND

Council resolved to allocate funds to fund the strategy of replacement, repair, testing and temporary bypasses based on the following:

1. Permanent upgrade and replacements;
2. Temporary relief through bypasses, repairs etc.

This report provides an update on the proceedings at the time of the drafting of the report. For the most up to date information, please visit Council's website which is being updated several times a day during this time.

Additionally, this report also address Council resolution 200/19 and 179/19 that required "the General Manager takes no action in relation to part 4 of Council resolution 179/19 until the General Manager has submitted a report to Council on the availability of funds for implementing Part 4 of Council resolution 179/19 as adopted". This financial part is addressed under financial implications in this report.

REPORT

STRATEGY 1 – PERMANENT REPAIRS AND UPGRADES

Council has requested quotations for the permanent replacement of the following bridges:

- Arthursleigh Road/Sandy Creek;
- Jeffreys Road/Bridgy Creek;
- Julong Road 1/Crookwell River;
- Peelwood Road/Unknown Creek;
- Reids Flat Road/Coates Creek;
- Wilcox Road/Clifford Creek;

Infrastructure Department

BRIDGE MAINTENANCE WORKS IN 2019/2020 OPERATIONAL PLAN cont'd

Council is considering a decision on these quotations during the September 2019 Council meeting.

Council will be preparing designs in preparation for the lodgement of funding applications for the following bridges:

- Bigga Road/Kangaroo Creek – Council has allocated \$1.93 m already;
- 129 Blue Hills Road/Monkey Creek;
- 130 Cooksvale Road/ Peelwood Creek;
- 134 Julong Road 2 / Crookwell River;
- 136 Peelwood Road/ Peelwood Creek.

STRATEGY 2 – TEMPORARY RELIEF

Council have completed the construction of the following bypass:

- Wilcox Road/Clifford Creek;
- Bigga Road/Kangaroo Creek.

The following bypasses are currently underway:

- Kangaloolah Road;
- Woodville Road;
- Julong Road 1.

The crews are expected to move to Julong Road 2 Bridge as soon as works are finished at the locations above.

In order to speed up due process, Council has requested quotations for the following bypass works:

- Blue Hills Road/Monkey Creek;
- Cooksvale Road/Peelwood Creek;
- Peelwood Road/Peelwood Creek.

Works will commence at these locations after the availability of the contractors has been ascertained.

Concrete bridges

Council has conducted tests on two concrete bridges located in Boorowa Road. It is likely that the load limits will be removed or at least increased based on the initial findings and Council is waiting for the written feedback from the Roads and Maritime Services.

For up to date details, it is recommended to visit Council's website.

POLICY IMPACT

Council has allocated funds and adopted the strategy and staff will implement this strategy in accordance with legislation and applicable industry practice.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Funds are allocated to implement the strategy and there is no requirement to allocate further funds at this point in time.

Council did not identify the source of the additional \$129,500. However, during the Council's Extraordinary Meeting on 29 August 2019, Council resolved (Min 232/19) as follows:

1. Council endorse the strategy of replacement of all timber bridges and provide temporary relief as outlined in this report;
2. Council allocate up to \$1.4 million from loan borrowings to fund the timber bridge replacements including the following six bridges; Arthursleigh Rd / Sandy Creek, Jeffreys Road / Bridgy Creek, Julong Road 1 / Crookwell River, Peelwood Road / unknown creek, Reids Flat Road 2 / Coates Creek and Willcox Rd / Clifford's Creek;
3. Council obtain permission from the Office of Local Government to increase the borrowing limit by an additional \$1.4 million to fund the replacement of the bridges referred to in Recommendation 2;
4. Council prepare designs and apply for grant funding for the permanent replacement of 5 timber bridges including; Bigga Road / Kangaroo Creek, Blue Hills Road / Monkey Creek, Cooksvale Road / Peelwood Creek, Julong Road 2 / Crookwell River and Peelwood Road / Peelwood Creek;
5. Council allocate \$856,000 from a combination of unrestricted cash reserves (\$346,000), works contingency reserve (\$310,000) and Section 94 Funds (\$200,000) to fund the construction of side track bypasses at 7 timber bridge sites including; Bigga Road/Kangaroo Creek, Blue Hills Road/Monkey Creek, Cooksvale Road/Peelwood Creek, Julong 1/Crookwell River, Julong Road 2/Crookwell River, Peelwood Road/Peelwood Creek, and Willcox Road/Clifford Creek.

The above resolutions provides a firm strategy with respect to the ongoing funding of the bridges. Ten of 13 bridges are getting side tracks and the other 3 are getting replaced. Therefore maintenance funds required for the bridges as per Council resolution no. 4 (Min 179/19) is superseded and not applicable.

Therefore, it is recommended that Council take no action on No. 4 of the Council resolution 179/19 as per the Council resolution 200/19.

RECOMMENDATION That -

1. Council receives the report and notes that No. 4 of the Council resolution (Min 1979/19) has now been superseded.

ATTACHMENTS

Nil

13 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

13.1	Crookwell RV Friendly Park Proposal - Park Street, Crookwell	330
13.2	Panel of Code of Conduct - Conduct Reviewers for Council	335
13.3	Review of Council's Government Information (Public Access) Policy	342
13.4	Review of Council's Agency Information Guide	350
13.5	Request for Council support for funding applications to Stronger Country Communities Fund Round 3	368

Finance and Administration - 19 September 2019

ITEM 13.1 **Crookwell RV Friendly Park Proposal - Park Street, Crookwell**

FILE REFERENCE **I19/522**

AUTHOR **Director of Finance and Administration**

ISSUE

Providing details of the proposal of RV Park in Park Street, Crookwell.

RECOMMENDATION That -

1. Council make application and negotiate for the lease of land, Part Lot 4231 in DP 1217717, from Transport NSW for the site adjacent to the Crookwell Men's Shed, in Park Street Crookwell, to establish a RV Friendly Park.
2. Subject to negotiation of a lease with Transport NSW that have terms that are acceptable to Council; the expenditure estimate of \$130,000 be included in the Council 2020/2021 Operational Plan for the lease of Part Lot 4231 in DP 1217717, for the construction of the Crookwell RV Park.

BACKGROUND

The Upper Lachlan Tourist Association adopted a recommendation at the 5 December 2017 Committee Meeting stating:-

"That Council staff investigate and report to Council on the feasibility of the following sites to be used for short term low cost overnight parking (24/48 hours) for self-contained RV vehicles: 1. Railway land adjacent to the Heritage Railway work shed, 2. Council's off-leash dog park in Hay and Prell Street."

Council management provided an interim report on the progress of preliminary investigations into potential sites for a RV Friendly Town overnight parking site at the Ordinary Council Meeting held on 17 May 2018 and resolved to further investigate the Public Reserve 71527 in Willis Street Crookwell. The Council Resolution Number 132/18 states:-

- "1. Council receive and note the report as information;*
- 2. Council staff continue to investigate the potential of the site and prepare a further report to Council."*

At the 16 August 2018 Council Meeting, Council resolved under Resolution Number 241/18 as follows:-

"That the concept site plan be amended to locate the driveway entry to the RV area to the southwest corner of the site away from the existing residence and then the Draft

Finance and Administration

CROOKWELL RV FRIENDLY PARK PROPOSAL - PARK STREET, CROOKWELL cont'd

Plan of Management – Public Reserve No. 71527, Willis Park at Hay Street Crookwell, be placed on public exhibition for a period of 28 days.”

At the Ordinary Meeting of 18 October 2018 Council resolved (Resolution Number 299/18) stating:-

“1. Council does not proceed with the adoption of the Draft Plan of Management – Public Reserve Number 71527, Willis Park at Hay Street Crookwell for a RV Friendly Town overnight short stay parking site.

2. Council staff investigates the potential of an area of land west of the Heritage Rail site and north of the Men’s Shed within the John Holland railway corridor as an RV Friendly Town overnight parking site and prepare a further report to Council.”

REPORT

Council's Infrastructure Department have prepared a Concept Plan (attached) and a costed schedule of works for a proposed Crookwell RV Park on a parcel of land owned by Transport for NSW, managed by John Holland, on the corner of Park and Colyer Streets, known as Part Lot 4231 in DP 1217717.

The lot is not part of the Heritage Lease issued to the Goulburn Crookwell Heritage Railway (GCHR) through John Holland. GCHR are very supportive of the proposal as this lot is the only part of the precinct that is not under lease and therefore not maintained. In addition, the Crookwell Men’s Shed support the proposal by Council to lease this land and establish a RV Park.

Based on preliminary discussions with John Holland, the preparation of a lease agreement with Transport NSW may take considerable time to negotiate and finalise. In addition, the scope of works necessary include; site levelling, signage, fencing, driveway and road access construction and tree removal at an estimated cost of \$130,000. This amount is unbudgeted and may be included in a future Council Operational Plan.

The Concept Plan was submitted to the Campervan and Motorhome Club of Australia Limited (CMCA) for advice and feedback. As with other overnight parking locations within the RV Friendly program, including Bigga and Gunning, there are no designated parking sites. This is not a requirement of the RV Friendly Town Program, only the need to provide the plot of ground capable of taking large vehicles.

The CMCA have advised the site will be acceptable as the overnight parking facility within an application to join the RV Friendly Town Program. To apply to the program a town must demonstrate the ability to meet the following criteria:-

1. Provision of appropriate parking within the town centre, with access to a general shopping area for groceries and fresh produce.
2. Provision of short term, low cost overnight parking (24/48 hours) for self-contained recreational vehicles, as close as possible to the CBD.
3. Access to potable water.
4. Access to a free dump point at an appropriate location.

Finance and Administration

CROOKWELL RV FRIENDLY PARK PROPOSAL - PARK STREET, CROOKWELL

cont'd

5. The site must be on even ground and not be prone to bogging or flooding.

The criteria can be met in the town of Crookwell with the construction of the overnight RV Parking Facility.

POLICY IMPACT

The proposal is in accordance with the following documents:-

1. The Southern NSW Destination Management Plan 2018-2020 contains a Regional Drive Tourism Strategy that calls for the filling of gaps in infrastructure for the caravan and camping market including those seeking limited facility, low cost options.
2. The Upper Lachlan 2020 Tourism Strategic Plan identifies the niche market opportunity of the Caravan and Camping Market and calls for the ULTA to "Initiate and/or support projects to improve caravan and camping facilities"

OPTIONS

Options have been assessed as detailed in the background to this report. Council may accept or decline the staff recommendation.

FINANCIAL IMPACT OF RECOMMENDATIONS

\$130,000 is unbudgeted for the Council 2019/2020 Operational Plan and may be considered for inclusion in the 2020/2021 Operational Plan.

RECOMMENDATION That -

1. Council make application and negotiate for the lease of land, Part Lot 4231 in DP 1217717, from Transport NSW for the site adjacent to the Crookwell Men's Shed, in Park Street Crookwell, to establish a RV Friendly Park.
2. Subject to negotiation of a lease with Transport NSW that have terms that are acceptable to Council; the expenditure estimate of \$130,000 be included in the Council 2020/2021 Operational Plan for the lease of Part Lot 4231 in DP 1217717, for the construction of the Crookwell RV Park.

ATTACHMENTS

1.	Crookwell RV Park Concept Plan	Attachment
2.	Upper Lachlan Shire Council - RV Park Map Proposal - September Paper	Attachment



Access

- One way in and out.
- Entry to be at Coyler and Park Street.
- Exit to be along Park Street.
- 5 m wide gravel track to allow for access in all weather conditions

Vegetation

- Site to be completely cleared
- All vegetation to be removed
- Site to be leveled
- Site to be re-seeded with native grasses

Fencing

- Full rural style perimeter fence to enclose the area

Signage

- Some signage to be provided by CMCA RV Friendly Program
- Council to install Rules/regulation signage as well as no littering signage
- Farewell sign also to be installed by Council

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Proposed RV Site



Map Zoom = 507.4 m

Cadastral Information © Department of Lands NSW
Digital Cadastral Database DCDB**Disclaimer Note**

Services shown on this public amenity land are not public drains unless used as through drains. No Guarantee is given as to the accuracy and location of services. Verify all levels and locations on site. For any enquiries about the services shown please phone

NOTE: The dimensions and scaling on this plan are approximate and may vary from the actual legal land size. This information is indicative and/or may not be up to date and should not be relied upon for purchase, development or any legal purpose.

UPPER LACHLAN COUNCIL

Created on Thursday, 5 September 2019



Finance and Administration - 19 September 2019

ITEM 13.2 **Panel of Code of Conduct - Conduct Reviewers for Council**

FILE REFERENCE **I19/591**

AUTHOR **Acting General Manager**

ISSUE

Establishment of a Panel of Conduct Reviewers for Upper Lachlan Shire Council in accordance with Council Code of Conduct.

RECOMMENDATION That –

1. Council in accordance with Part 3, of the Administrative Framework Procedures for the Administration of the Model Code of Conduct for Local Councils, appoints suppliers, for a three year term to expire on 30 June 2022, to a Panel of Conduct Reviewers as follows:-
 - Echidna Associates
 - Meehan and Meehan
 - Applied Integrity Solutions
 - Train Reaction
 - Sinc Solutions
 - Centium
 - O'Connor Marsden
 - Australian Workplace Training
 - Weir Consulting
 - Mediate Today
 - Nemesis Consultancy Group
 - Redenbach Lee Lawyers

BACKGROUND

In 2013, the former South East Regional Organisation of Councils (SERO) called for expressions of interest from eligible persons to be appointed to a Regional Panel of Conduct Reviewers. SERO endorsed a panel of 10 conduct reviewers for a 4 year term which expired 30 September 2017.

The Council Ordinary Meeting held on 18 July 2013 a Council Resolution 230/13 stated:-

- “1. That Council enter into an arrangement with SEROC member Councils to share a panel of conduct reviewers.
2. Council adopt the recommended SEROC Regional Panel of Conduct Reviewers as its Panel of Conduct Reviewers effective from 30 September 2013.”

The Council Ordinary Meeting held on 17 August 2017 a Council Resolution 255/17 stated:-

“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.”

REPORT

In accordance with the Office of Local Government Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW, Part 3 Administrative Framework, all NSW councils 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 through a joint organisation of councils.

The Model Code of Conduct for Local Councils in NSW and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW was adopted by Upper Lachlan Shire Council on 21 February 2019.

The Canberra Region Joint Organisation (CRJO) advertised an Expression of Interest (EOI) for suppliers of Code of Conduct Review investigation services from 5 April 2019 through eProcure (electronic tender site) and in the Local Government Tender Section of the Sydney Morning Herald in April 2019. The advertisement was also placed on the CRJO website and the websites of all Member Councils.

All ten (10) Member Councils participated in the process by advertising the EOI on their websites. Bega Valley Shire Council, Eurobodalla Shire Council, Goulburn Mulwaree Council, Hilltops Council, Queanbeyan Palerang Regional Council, Upper Lachlan Shire Council, Snowy Monaro Regional Council, Snowy Valleys Council, Wingecarribee Shire Council, Yass Valley Council.

The Office of Local Government confirmed that placing of the EOI on the Council websites met the requirement Part 3.4, of the Administrative Framework, Procedures for the Administration of the Model Code of Conduct for Local Councils to advertise ‘locally’.

There were twenty seven (27) EOI tender submissions received by CRJO and an evaluation panel was established comprising the General Manager of Snowy Valleys Council, the General Manager of Bega Valley Shire Council and the General Manager of Snowy Monaro Regional Council.

The evaluation panel provided a confidential report to CRJO GMAC recommending that 20 suppliers be included on the CRJO Panel of Conduct Reviewers. The CRJO Board amended GMAC recommendation to accept 12 suppliers as preferred Panel of Conduct Reviewers.

Finance and Administration

PANEL OF CODE OF CONDUCT - CONDUCT REVIEWERS FOR COUNCIL cont'd

It should be noted that the evaluation report was provided as a confidential report to GMAC as it contained commercial-in-confidence information that was provided within the EOI submissions.

In summary, 12 of the 27 supplier tenders were recommended to be included on the CRJO Panel of Conduct Reviewers. A number of suppliers were excluded as they either had limited capacity and/or limited previous professional experience, were deemed to represent an unacceptable risk in the quality of service that would be expected to be delivered or were not price competitive.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That –

1. Council in accordance with Part 3, of the Administrative Framework Procedures for the Administration of the Model Code of Conduct for Local Councils, appoints suppliers, for a three year term to expire on 30 June 2022, to a Panel of Conduct Reviewers as follows:-
 - Echidna Associates
 - Meehan and Meehan
 - Applied Integrity Solutions
 - Train Reaction
 - Sinc Solutions
 - Centium
 - O'Connor Marsden
 - Australian Workplace Training
 - Weir Consulting
 - Mediate Today
 - Nemesis Consultancy Group
 - Redenbach Lee Lawyers

ATTACHMENTS

1.	Office of Local Government - 19-19 Resources to support implementation of the new Model Code of Conduct for Local Councils in NSW	Attachment
2.	Canberra Region Joint Organisation - Conduct of Conduct Panel Reviewers	Attachment



Office of
Local Government

Circular to Councils

Circular Details	Circular No 19-19 / 27 August 2019 / A652776
Previous Circular	18-44 <i>Commencement of the new Model Code of Conduct for Local Councils in NSW and Procedures</i>
Who should read this	Mayors / Councillors / General Managers / Joint Organisation Executive Officers / Complaints Coordinators / Conduct Reviewers
Contact	Council Governance Team – (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Information

Resources to support implementation of the new Model Code of Conduct for Local Councils in NSW

What's new or changing?

- Councils and joint organisations were required to adopt a code of conduct based on the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct) and associated Procedures based on the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (Procedures) by **14 June 2019**.
- The Office of Local Government (OLG) has prepared resources to assist councils to implement the new Model Code of Conduct which are now available on OLG's website.

What this will mean for your council

- The following guides and resources are now available on OLG's website:
 - "at a glance" guides for elected representatives, council staff and delegates and committee members – these provide a "plain English" summary of the relevant ethical and behavioural standards that apply to each of these classes of council officials
 - a guide to completing returns of interests
 - supporting training packages for elected representatives, council staff and delegates and committee members based on the content of the "at a glance guides" – these are designed so that they can either be delivered in full, delivered in portions or adapted to suit a particular audience.
- The following resources are currently being prepared and will soon be available on OLG's website:
 - procedural guides for managing code of conduct complaints for general managers and mayors or their delegates, complaints coordinators and conduct reviewers
 - guides for complainants and respondents.

Key points

- If councils have not adopted a new code of conduct and procedures based on the new Model Code of Conduct and Procedures, they should do so immediately. In the meantime, the provisions of the new Model Code of

Conduct and Procedures will automatically override any provisions of the council's adopted code of conduct and procedures that are inconsistent with those contained in the new Model Code of Conduct and Procedures.

- If they have not already done so, councils should review their existing panels of conduct reviewers and determine to appoint a new panel using the expression of interest process prescribed under the Procedures. Councils may appoint shared panels with other councils including through a joint organisation or another regional body associated with the councils.

Where to go for further information

- The code of conduct resources are available on OLG's website at www.olg.nsw.gov.au/strengthening-local-government/conduct-and-governance/model-code-of-conduct.
- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

Office of Local Government
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Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046



CANBERRA REGION
JOINT ORGANISATION

MEMORANDUM	
Date:	9 July 2019
TO:	General Managers
CC:	Human Resources and Governance
Regarding Agenda Item:	14. Code of Conduct Panel Reviewers CRJO Board Meeting #5/2018 24 May 2019

NOTE

As per the CRJO Board Meeting #5/2018 held on 24 May 2019, the resolution is as follows:

RESOLUTION 85/2018

1. That the CRJO establish a "CRJO Panel of Conduct Reviewers" to operate from 1 June 2019 to 30 June 2022
2. That the following 12 consultants/entities be appointed to the "CRJO Panel of Conduct Reviewers"
 1. Echidna Associates
 2. Meehan and Meehan
 3. Applied Integrity Solutions
 4. Train Reaction
 5. Sinc Solutions
 6. Centium
 7. O'Connor Marsden
 8. Aust Workplace Training
 9. Weir Consulting
 10. Mediate Today
 11. Nemesis Consultancy Group
 12. Redenbach lee Lawyers
3. That it be noted by member councils that to utilise the CRJO Panel, councils will need to resolve to establish its own panel of conduct reviewers as the "CRJO Panel of Conduct Reviewers"



The below Panel of Reviewers are not in any priority order.

Entity Name	Consultant Name	Phone Number	Email	Address
1. Echidna Associates	Stuart Munro Managing Director	0418-497-542	stuart.munro@echidnaassociates.com	GPO Box 264, Canberra ACT 2601 Registered Place of Business: 92/10 Thynne Street, Bruce, ACT 2617
2. Meehan & Meehan	Lloyd Meehan Director	0410-988-808	lloydmeehan@me.com	34 Collingwood Close, Bungendore NSW 2621
3. Applied Integrity Solutions	Shayne Sherman Principal	0433-154-175	shayne@appliedintegrity.com.au	15 Glasnevin Court, Waterford WA 6152
4. Train Reaction	Kathy Thane Director	0427-559-965	kathy@trainreaction.net.au	PO Box 30 Balmain NSW 2041
5. Sinc Solutions	Kath Roach Managing Director	0414-193-755	Kath.roach@sincsolutions.com.au	PO Box 455, Glebe NSW 2037
6. Centium	Phil O'Toole Senior Partner	0423-024-951 1300-2378-100	Phil.otoole@centium.com.au	L8, 66 Goulburn Street, Sydney NSW 2000
7. O'Connor Marsden & Associates	John Renshaw Engagement Director	0417-699-395	ocmadmin@ocm.net.au jrenshaw@ocm.net.au	Suite 504, Level 5, 15 Moore St, Canberra City ACT 2601 Level 3 – 1 York Street – Sydney NSW 2000
8. Australian Workplace Training & Investigation	Phil O'Brien Principal	0409-078-322 02 9674-4279	phil@awpti.com.au	P.O. Box 6144 Baulkham Hills, NSW 2153
9. Weir Consulting	Peter Harvey Director and Managing Consultant	0488-414-644 02-8379-1298	Peter.Harvey@weirconsult.com.au	Level 21, 133 Castlereagh Street, Sydney NSW 2001
10. Mediate Today	Robert Anthony Lopich Director Principal	1300-760-225	Robert@mediate.com.au	PO Box 4191 Shellharbour NSW 2529
11. Nemesis Consultancy Group	Peter Moroney Director & Jon Sleeman Manager Canberra Office	0400 373 205 02 4655-6036 0409-002-598 02 6240-2905	pmoroney@nemesisconsultancy.com.au	Unit 5, 5-7 Lone Pine Place Smeaton Grange NSW 2567
12. Redenbach Lee Lawyers	Keith Redenbach Partner	02 8002-1799	keith@redenbachlee.com	Level 3, Lawson Place 167 Phillip Street Sydney NSW 2000

Finance and Administration - 19 September 2019

ITEM 13.3 **Review of Council's Government Information (Public Access) Policy**

FILE REFERENCE I19/594

AUTHOR **Director of Finance and Administration**

ISSUE

Report to Council providing a review of Council's Government Information (Public Access) Policy (GIPA).

RECOMMENDATION That -

1. Council adopts the reviewed Government Information (Public Access) Policy.

BACKGROUND

Nil

REPORT

This report details a review of the Council Government Information (Public Access) Policy (GIPA). The Policy is attached with amendments highlighted in yellow.

POLICY IMPACT

Review of Council's existing Policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the reviewed Government Information (Public Access) Policy.

ATTACHMENTS

1.	Government Information (Public Access) Policy GIPA - 20 August 2015 - Resolution 222/15 - Review 2018	Attachment
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POLICY:-	
Policy Title:	Government Information (Public Access) Policy (GIPA)
File Reference:	F10/618-05
Date Policy was adopted by Council initially:	15 July 2010
Resolution Number:	274/10
Other Review Dates:	20 January 2011, 21 July 2011, 19 July 2012, 20 August 2015 and 17 August 2017
Resolution Number:	20/11, 259/11, 234/12, 222/15 and 254/17
Current Policy adopted by Council:	19 September 2019
Resolution Number:	XXX/19
Next Policy Review Date:	2021

PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed:	15 July 2010
Procedure/guideline reference number:	N/A

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

Government Information (Public Access) Policy
Date Adopted: 19 September 2019

Objective

The objective of this policy is to describe principles regarding public access to information held by Upper Lachlan Shire Council and to facilitate the processing of requests for such access. This policy is to be read in conjunction with the Access to Information Guidelines for Local Government.

Scope

This policy applies to all staff of Upper Lachlan Shire Council who are responsible for managing requests for access to information from members of the public, legal firms, and government and non-government agencies.

Principles

Upper Lachlan Shire Council is committed to the following principles regarding public access to documents and information:-

- Open and transparent government;
- Consideration of the overriding public interest in relation to access requests;
- Proactive disclosure and dissemination of information; and
- Respect for the privacy of individuals.

Implementation

Upper Lachlan Shire Council publishes specific open access information on our website, free of charge unless to do so would impose unreasonable additional costs to Council. Council will facilitate public access through this and other appropriate mediums.

Council publishes, for inspection, documents listed Section 18, of the *Government Information (Public Access) Act 2009*, and Schedule 1, of the *Government Information (Public Access) Regulation 2009*, and held by it, unless there is an overriding public interest not to do so. Council will keep a record of all open access information that is not published because of an overriding public interest against disclosure.

Council also makes as much other information as possible publicly available in an appropriate manner, including on the Council website. Such information is also available free of charge or at the lowest reasonable cost.

The 'Access to Information Guidelines' document associated with this policy identifies the documents and types of information that are available for public access and any restrictions that may apply.

Some documents may require a formal access application in accordance with the *Government Information (Public Access) Act 2009 (GIPA)*. Council will assess all

Upper Lachlan Shire Council - Government Information (Public Access) Policy

requests for access to documents and information in a timely manner and in accordance with the 'Access to Information Guidelines' and relevant legislation.

Depending upon the nature of the request, and the form of access requested, charges may be applied in accordance with Council's adopted Operational Plan including the Schedule of Fees and Charges in accordance with relevant legislation.

Broad requests for access to a large number of unspecified documents which, if processed, would divert substantial Council resources from dealing with other requests or from performing other Council functions may be refused on the grounds that such a diversion of resources is contrary to the public interest. Council will endeavour to assist in defining the request to a more manageable one.

Council also endeavours to release other information in response to an informal request, subject to any reasonable conditions Council may impose having regard to the circumstances of each request.

Where information is released to an applicant under a formal access application and Council considers that it will be of interest to other members of the public, Council will provide details of the information in a disclosure log for inspection by the public.

The General Manager has authority to approve "Access to Information Guidelines", which is to be available to members of the public.

Distribution of Information to the Public

Council has prepared an "Access to Information Guidelines for Local Government" and "Frequently Asked Questions for Public Access to Documents". Alternatively, further GIPA Act information can be accessed from the Information and Privacy Commission (IPC).

The contact details for the NSW Information Commissioner are as follows:-

Postal Address: GPO Box 7011
SYDNEY NSW 2001

Street Address: Level 11, 1 Castlereagh Street
SYDNEY NSW 2000

Telephone Number: 1800 472 679 (free call)
Facsimile Number: (02) 8114 3756
Email: ipcinfo@ipc.nsw.gov.au .
Website: www.ipc.nsw.gov.au

GIPA Access Applications

There is a right of public access to certain documents held by Council unless there is an overriding public interest not to do so. A GIPA Access Application will be processed in accordance with the GIPA Act's requirements and a determination

Upper Lachlan Shire Council - Government Information (Public Access) Policy

made to release the documents or refuse access on the basis of the relevant considerations under that Act.

The GIPA Act Access Applications are required by law to be completed in 20 working days. If consultation with a third party is required, a further 15 working days extension is allowed. The applicant will receive a formal determination letter with the requested documents or reasons why a document has been withheld.

There will be a statutory \$30 application fee for all formal GIPA Act Access Applications. In some circumstances photocopying, postage and processing fees may also be applied. The GIPA Act Access Application form is provided as an attachment to this policy.

Responsibilities of the Right to Information Officer

The Public Officer within Council, (Governance and Records Management Coordinator), is assigned the role of the Right to Information Officer.

In order to ensure compliance with the GIPA Act, the Right to Information Officer will receive, register and coordinate the review of all GIPA Access Applications and ensure that Council is in compliance with the GIPA requirements. Amongst other duties the Right to Information Officer has the responsibility of assisting people to gain access to public documents of the Council.

The General Manager may assign an alternate designated Council Officer as the "Internal Review Officer" to assess a specific GIPA Access Application.

An applicant may appeal against the initial determination by the Right to Information Officer by completing a Request for Review Application and paying a \$40 internal review fee. This form together with any supporting documentation shall be forwarded to Council's General Manager to review the Right to Information Officer's determination.

What happens if the complainant is dissatisfied?

If the complainant remains dissatisfied, he/she may appeal to the NSW Information Commissioner or request a review through the NSW Civil and Administrative Tribunal (NCAT). Right to Information legislation only allows appeal to these bodies, if you have made an initial formal GIPA Access Application and sought a request for review of a determination.

Agency Information Guide

Council is responsible for preparing an Agency Information Guide in accordance with the provisions of Section 20, of the *Government Information (Public Access) Act 2009*.

The Agency Information Guide outlines four ways for the public to access government information from Upper Lachlan Shire Council. The means in which the public may obtain Council information includes:-

Upper Lachlan Shire Council - Government Information (Public Access) Policy

1. Open Access to Information;
2. Proactive Release of Information;
3. Informal Release of Information; and
4. Formal GIPA Access Application for Release of Information.

An Agency Information Guide is a summary of what an agency does, how it does it, and the type of information it holds and generates through the exercise of its functions, with a particular focus on how those functions affect members of the public.

Copyright

There is information held by Council which relates to third parties and is the subject of copyright. Such information may include; building plans, contracts, licences, agreements, and other reports. Section 6 (6), of the GIPA Act 2009, provides that nothing under Section 6 requires or permits Council to make open access information available (in any way) that would constitute an infringement of copyright laws.

Relevant Legislation

Council will assess requests for access to information with reference to:-

- Government Information (Public Access) Act 2009;
- Government Information (Public Access) Regulation 2009;
- Government Information (Public Access) Amendment Act 2012;
- Privacy and Personal Information Protection Act 1998;
- State Records Act 1998;
- Local Government Act 1993;
- Local Government (General) Regulations 2005;
- Environmental Planning and Assessment (EPA) Act 1979;
- Companion Animals Act 1998;
- Local Government (State) Award 2017;
- Fair Work Act 2009;
- Work Health and Safety Act 2011 and Regulations;
- Independent Commission against Corruption Act 1988;
- Code of Conduct;
- **Code of Meeting Practice;**
- Privacy Management Plan;
- Complaints Management Policy;
- Grievance Policy;
- Disciplinary Policy;
- Service Delivery Policy;
- Fraud and Corruption Prevention Policy; and
- Any other relevant legislation and guidelines as applicable.

VARIATION

Council reserves the right to vary or revoke this policy.

Upper Lachlan Shire Council - Government Information (Public Access) Policy



Government Information (Public Access) Act 2009 ACCESS APPLICATION

Please complete this form to apply for formal access to government information under the *Government Information (Public Access) Act 2009 (GIPA Act)*. If you need help in filling out this form, please contact Council's Right to Information Officer on telephone (02) 4845 4108 or visit our website at www.upperlachlan.nsw.gov.au.

Your details

Surname: Title: Mr / Ms
 Other names:
 Postal address: Postcode:
 Day-time telephone: Facsimile:
 Email:

Proof of identity

Only required when an applicant is requesting information on their own behalf.

When seeking access to personal information, an applicant must provide proof of identity in the form of a *certified copy* of any one of the following documents:

- ☐ ☐ Australian driver's licence with photograph, signature and current address
- ☐ ☐ Current Australian passport
- ☐ ☐ Other proof of signature and current address details

Government information

Are you seeking personal information? **Yes / No** (circle one)

Please describe the information you would like to access in enough detail to allow us to identify it. **Note:** If you do not give enough details about the information, the agency may refuse to process your application.

.....

Property Information:

Street Address

.....

Town:.....Postcode:.....

Lot No:.....DP:.....

Form of access

How do you wish to access the information?

- ☐ Inspect the document(s) ☐ A copy of the document(s)
- ☐ Access in another way (please specify)

.....

Upper Lachlan Shire Council - Government Information (Public Access) Policy

Application Fee and Advance Deposit

You will need to complete a Formal Information Access Application form and pay the \$30.00 application fee. In some cases an Advance Deposit may be requested, where the work required to produce the documents will take many hours.

I attach payment of the **\$30 application fee** by cash / cheque / money order (circle one).

Disclosure log

If the information sought is released to you and would be of interest to other members of the public, details about your application may be recorded in the agency's 'disclosure log'. This is published on the agency's website.

Do you object to this? **Yes / No** (circle one)

Applicant's Signature:

Date:

Please post this form:-

Upper Lachlan Shire Council
PO Box 42, GUNNING NSW 2581

Alternatively please lodge the form at:-

Upper Lachlan Shire Council
Gunning Office
123 Yass Street, GUNNING NSW 2581

E-mail address: council@upperlachlan.nsw.gov.au

General information about the GIPA Act is available by calling the Information and Privacy Commission on 1800 472 679 (free call) or at its website:
www.ipc.nsw.gov.au .

Office use only

Date application received:

File Reference:

Finance and Administration - 19 September 2019

ITEM 13.4 **Review of Council's Agency Information Guide**

FILE REFERENCE I19/618

AUTHOR **Director of Finance and Administration**

ISSUE

Review and adoption of Council's Government Information Public Access (GIPA) Agency Information Guide.

RECOMMENDATION That -

1. Council adopt the reviewed Government Information Public Access (GIPA) Agency Information Guide.

BACKGROUND

Nil

REPORT

It is a requirement under the *Government Information (Public Access) Act (GIPA) 2009* for all public agencies to prepare a GIPA Agency Information Guide and publish it on Council's website.

POLICY IMPACT

Review of the existing Council Agency Information Guide

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

Council adopt the reviewed Government Information Public Access (GIPA) Agency Information Guide.

ATTACHMENTS

1.	GIPA Agency Information Guide September 2019	Attachment
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UPPER LACHLAN SHIRE COUNCIL - AGENCY INFORMATION GUIDE

Prepared in accordance with the provisions of Section 20, of the NSW Government Information (Public Access) Act 2009 (GIPA).

Contents

<u>STRUCTURE AND FUNCTIONS OF COUNCIL</u>	2
<u>Elected Council</u>	2
<u>Organisational Structure</u>	3
<u>Structure of Council – Appendix A</u>	4
<u>Council Functions</u>	6
<u>HOW COUNCIL FUNCTIONS AFFECT MEMBERS OF THE PUBLIC</u>	7
<u>Impact of Council functions on the public</u>	7
<u>PUBLIC PARTICIPATION IN COUNCIL POLICY DEVELOPMENT</u>	8
<u>Representation</u>	8
<u>Council and Committee Meetings</u>	8
<u>Notice of Meetings</u>	8
<u>Agendas</u>	8
<u>Access by the Public at Council Meetings</u>	8
<u>Confidential Matters</u>	9
<u>Contacting Residents Involved</u>	9
<u>Addressing Council</u>	11
<u>Committees of Council</u>	11
<u>Consultation and Representation</u>	11
<u>Submissions</u>	12
<u>FOUR WAYS TO ACCESS GOVERNMENT INFORMATION</u>	13
<u>1. Open Access Information</u>	13
<u>2. Proactive Release of Information</u>	13
<u>3. Informal Release of Information</u>	13
<u>4. Formal GIPA Act Access Application for Release of Information</u>	13
<u>DOCUMENTS OPEN ACCESS INFORMATION HELD BY COUNCIL</u>	14
<u>Types of Information held by Council</u>	14
<u>1. Open Access Information about Council</u>	14
<u>2. Plans and Policies</u>	15
<u>Information about Development Applications (Environmental Planning and Assessment Act 1979) and any associated documents received in relation to a proposed development</u>	15
<u>Approvals, Orders and Other Documents</u>	15

<u>HOW MEMBERS OF THE PUBLIC MAY ACCESS AND AMEND COUNCIL DOCUMENTS CONCERNING THEIR PERSONAL AFFAIRS</u>	16
<u>The Public Officer – Right to Information Officer</u>	16
<u>GIPA ACCESS APPLICATION REVIEW</u>	17
<u>Contacting the Information and Privacy Commission Office</u>	18
<u>Information and Privacy Commission</u>	18

STRUCTURE AND FUNCTIONS OF COUNCIL

Upper Lachlan Shire Council is constituted under the Local Government Act 1993 and was proclaimed on 11 February 2004. Upper Lachlan Shire Council is located in the Southern Tablelands of New South Wales and the centre of population is Crookwell. There are three towns including Crookwell, Gunning and Taralga and ten villages with the local government area.

Elected Council

Upper Lachlan Shire Council is an elected body from the residents and ratepayers in the Shire and is not divided into wards. The elected Council is comprised of nine Councillors. Council elections are held every four years. Councillors biennially elect a Mayor and each year elect a Deputy Mayor.

The Councillors were elected in September 2016. The Mayor presides at meetings of the Council and carries out the civic functions of the office.

The elected Councillors are available to represent the community views. The elected Councillors are detailed as follows:-

Mayor:	Clr John Stafford
Deputy Mayor:	Clr John Searl
Councillors:	Clr James Wheelwright
	Clr Brian McCormack
	Clr Paul Culhane
	Clr Darren O'Brien
	Clr Ron Cummins
	Clr Pam Kensit
	Clr Richard Opie

The Council's Ordinary Meetings are held on the 3rd Thursday of each month from 6.00pm at the Crookwell Chambers at 44 Spring Street, Crookwell. ~~The November Council meeting each year is held in Gunning Council Chambers at 123 Yass Street, Gunning.~~

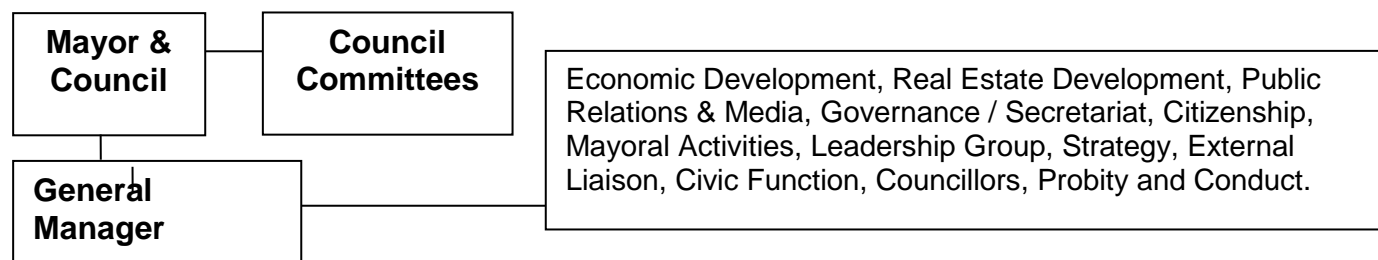
If the meeting scheduled is varied an advertisement is placed in the Public Notices section of the Crookwell Gazette and Goulburn Post newspapers. A public notice is also placed in the Gunning Lions Club Noticeboard (printing schedule permitting).

Organisational Structure

As Council's principal senior staff officer, the General Manager exercises overall management responsibilities for Council's operation and ensures implementation of Council Resolutions. The General Manager is responsible for the day to day management of the Council and reviewing the Upper Lachlan Shire Council's organisation structure. The organisation structure is set out in Appendix A.

There are three Departments of Council. These Departments include Finance and Administration, **Infrastructure** and Environment and Planning. Council employs **137** full-time equivalent employees.

Structure of Council – Appendix A



Director of Finance and Administration	Director of Infrastructure	Director of Environmental and Planning
Customer Service Payroll Administration Financial Services Accounting Information Technology Telephone/Switchboard Records Management Human Resources Management Insurances Rates and Annual Charges Creditors and Debtors Business Papers Privacy Management Staff Training Plans Audit and Risk Committee Loans/Borrowings Investments	Water Supply Services Sewerage Services Waste and Recycling Collection Waste Management Centres/Tips Parks and Gardens/Sportsgrounds Swimming Pools (2 Pools) Works Depots (2 Depots) Plant (Workshop) Maintenance (roads, bridges, footpaths and kerb and guttering) Construction (roads, bridges) Contract Management PAMP Design Works/Engineering Services State Emergency Services (SES) Rural Fire Service (RFS) Aerodrome	Urban/Rural Planning (Land use) Building Control Health Environmental Planning Control (LEP) Pollution Control Development Control Plans (DCP) Rangers Stock Impounding Heritage and Conservation Regulatory Functions Animal Control Halls Management Companion Animals Food and Health Inspections State of Environment Septic Tank Town Planning - Community Survey

Revenue Policy Community Strategic Plan Delivery Program Operational Plan Long Term Financial Planning Workforce Plan Annual Report Community Technology Centres Library Services (2 Branches) Regional Arts (STARTS) Tourism Services and ULTA Committee Events Web Page/Internet Taralga Community Service Centre Australia Post Services – Taralga Service NSW Agency – Crookwell Taxation Compliance Cultural Planning	Infrastructure Plan and Asset Management Project Management Forward Planning - Recreation - Infrastructure Traffic Management Subdivision Design and Construction Recreational Planning Road Safety Cemeteries Public Conveniences Drainage and Stormwater services Private Works RMCC RMS Roads Contract Roads to Recovery works Domestic Waste Management Purchasing Stores Risk Management Compliance Framework Work Health and Safety (WH&S) WH&S Committee Consultative Committee Caravan Parks Gravel Pits Compliance Framework Geographic Information Systems (GIS) Section 64 Development Contribution Plans	- Corporate Strategic Planning - Land use planning - Subdivision Town Planning Council Housing Management Ordinance Control Licence Monitoring Section 94 and Section 94A Development Contributions Voluntary Planning Agreements Community Enhancement Program (CEP) Pye Cottage Museum Floodplain management Social and Community Planning Disability Inclusion Action Plan Noxious Weeds Control Medical Centres Buildings and Offices Maintenance Rural Addressing
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Council Functions

SERVICE FUNCTIONS	REGULATORY FUNCTIONS	ANCILLARY FUNCTIONS	REVENUE FUNCTIONS	ADMINISTRATIVE FUNCTIONS	ENFORCEMENT FUNCTIONS
<p>Including:</p> <p>Community health, recreation and information services</p> <p>Environmental protection</p> <p>Waste removal and disposal</p> <p>Land and property</p> <p>Industry and Tourism development services</p> <p>Infrastructure, civil works and contract works</p> <p>Infrastructure Maintenance and Construction</p> <p>Water Supply and Sewerage Services</p>	<p>Including:</p> <p>Approvals</p> <p>Orders</p> <p>Building and Planning Certificates</p> <p>Town Planning and Zoning</p> <p>Food Premises Inspections</p> <p>Governance and Civic Leadership</p>	<p>Including:</p> <p>Resumption of land</p> <p>Powers of entry and inspection</p> <p>Asset Management</p> <p>Animal Control</p> <p>Engineering supervision</p>	<p>Including:</p> <p>Revenue Policy</p> <p>Rates and Annual Charges</p> <p>User Charges</p> <p>Fees</p> <p>Borrowings</p> <p>Investments</p> <p>Bank Reconciliation</p>	<p>Including:</p> <p>Workforce Planning - employment of staff</p> <p>Integrated Planning - Strategic and Operational Plans</p> <p>Financial Reporting</p> <p>Annual Reports</p> <p>Accounts Payable</p> <p>Inventory Control</p> <p>Financial Management</p> <p>Records Management</p>	<p>Including:</p> <p>Proceedings for breaches of the Local Government Act & Regulations and other Acts & Regulations</p> <p>Prosecution of offences</p> <p>Recovery of rates and charges</p> <p>Noxious Weeds control and inspections</p> <p>Land and Environment Court proceedings</p> <p>Enforce development consent conditions</p> <p>Enforce public and environmental safety requirements</p>

HOW COUNCIL FUNCTIONS AFFECT MEMBERS OF THE PUBLIC

Impact of Council functions on the public

- Council functions are outlined above. The Upper Lachlan Shire Council performs many functions in which it directly interacts with the community.
- As a customer service organisation the majority of activities undertaken by Upper Lachlan Shire Council have an impact on the public/community. The functions that have wide public effect are as follows:-
 - Council has the power to propose zonings for individual properties;
 - Community Planning and Development;
 - The development of land is controlled by Council;
 - Council will classify the way in which public land for which it is responsible is used;
 - Council does undertake to construct and/or provide infrastructure for the community e.g. public buildings, recreational facilities, roads, car parks, footpaths and drainage, water, sewer and waste facilities;
 - Council may make orders concerning certain public nuisances and other matters;
 - Council may enter into private land and/or cause certain works to be done in certain circumstances;
 - Council will provide and maintain the provision of public facilities;
 - Council shall levy rates and collect certain charges;
 - Council may regulate behaviour in certain public places;
 - Council may regulate certain matters relating to public health;
 - In certain circumstances a Council may seek to acquire private properties; and
 - Council may regulate traffic and parking within its area of control.

Council's Finance and Administration Department provides statutory, administrative, revenue, service and executive support functions to the community, Councillors and Council's other Departments.

Council's **Infrastructure Department** provides a broad range of services to construct, maintain and improve Council's assets and civil infrastructure and ancillary functions.

Council's Environment and Planning Department provides statutory, regulatory, ancillary and enforcement functions and services to the community and have regard to sustainability, economic growth and heritage.

PUBLIC PARTICIPATION IN COUNCIL POLICY DEVELOPMENT

Representation

Local Government is based on the principle of representative democracy. This means that the elected Councillors represent the entire community and make decisions on their behalf. All residents of the local government area who are on the electoral roll are eligible to vote. Residents are able to raise issues with and make representation to the elected Councillors.

Eligibility for inclusion on the local government area electoral roll is available to non resident land owners, and land occupiers and rate paying lessees within Upper Lachlan Shire Council. For inclusion on the electoral roll an application or claim form is to be completed within designated timeframes before the local government election.

Council and Committee Meetings

In accordance with Chapter Four, of the Local Government Act 1993, Council has adopted a policy outlining ways in which members of the public may become involved in the policy making function of Council.

Residents and ratepayers are able to raise issues with, and make representations to, the elected Councillors. The Councillors, if they agree with the issue and/or representation, may pursue the matter on the resident's behalf therefore allowing members of the public to influence the development of policy.

Notice of Meetings

Ordinary Meetings of Council are conducted on the third Thursday of the month at Crookwell. **There is one meeting each year in the Gunning Council Chambers.** Council will continue to hold four (4) community outreach meetings in a year at towns and villages including: Crookwell, Gunning, Taralga, Bigga, Collector and Big Hill, to facilitate community engagement, involvement and dialogue with Council. Notices of Extraordinary Council Meetings are advertised in the Crookwell Gazette and Goulburn Post **and the Gunning Lions Club Noticeboard** in the week prior to the meeting.

Agendas

Meeting agendas, with confidential items excluded, are made available to the public for perusal on the Friday preceding the meeting at the Administration offices in Crookwell, Gunning, as well as at the Taralga Community Service Centre. All meeting business paper agendas and related business paper correspondence, as well as the adopted Council Minutes are published and available on Council's website at www.upperlachlan.nsw.gov.au.

Access by the Public at Council Meetings

All meetings of Council and Committees are open to the public except where the Council or Committee resolves to commence a Closed Session.

Confidential Matters

Upper Lachlan Shire Council is committed to, and has fostered the practice of open local governance. Some matters, however, are of a sensitive nature and must be dealt with in the Closed Committee of Council.

Whilst Section 10 (1), of the Local Government Act 1993, requires that Council and Committee meetings be held open to the press and public, the Council or Committee is able to resolve that any item of business be dealt with in Closed Session, pursuant to Section 10A (2), of the Local Government Act 1993.

Section 10A (2), of the Local Government Act 1993, also specifies the grounds on which a meeting is closed to the public. This must be specified in the decision to close the meeting and recorded in the minutes of the meeting. The items considered to be of a confidential nature include the following:-

- (a) Personnel matters concerning particular individuals (other than Councillors);
- (b) The personal hardship of any resident or ratepayer;
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;
- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of the person who supplied it, or
 - (ii) Confer a commercial advantage on a competitor of the council; or
 - (iii) Reveal a trade secret;
- (e) Information that would, if disclosed, prejudices the maintenance of law;
- (f) Matters affecting the security of the Council, councillors, council staff or council property,
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land; and
- (i) Alleged contraventions of any code of conduct requirements applicable under Section 440.

Any reports, correspondence or documentation relating to such matters will be withheld from the press and public. The General Manager reports to the open Council meeting those resolutions made by the Council in Closed Session and such decisions are recorded in the Minutes of the Council Meeting. All members of the press and public are asked if they object to Council convening to the Closed Committee and state their reasons for the objection.

Contacting Residents Involved

Every endeavour is made to inform persons who have a direct involvement in a matter, when the matter is to be considered by the Council. These persons are also advised of their right to peruse the meeting agenda, attend the meeting and apply to address the Council Meeting.

Addressing Council

Upper Lachlan Shire Council is always willing to provide access to Councillors for the public, but must maintain the rules and conventions set down in the [Code of Meeting Practice](#) and Local Government [Act 1993 and](#) Regulations. Accordingly, the following information is provided:-

- (a) The Mayor (or Chairperson of the Meeting) has control of the meeting and of public access. The Mayor will provide directions for the person to address Council. Such directions may include the varying of any part of this policy and any part of the guidelines for public access to enable persons with a disability to make an effective presentation to the Council. The presentation will end when the Mayor so directs.
- (b) The Mayor retains the right to interrupt or close a presentation if it is believed that to continue would impinge on the laws of libel or defamation; if the matter is outside the guidelines, or if the matter contravenes the Local Government Act or Regulations. Accusations or allegations of wrong doing against Council members or staff will not be allowed in the presentation section. These matters are to be addressed formally in writing to the Mayor, to the General Manager, or to the other appropriate bodies.
- (c) The Mayor has the right to limit the number of presentations in total or the number of presentations on any one issue so that the presentation section does not unduly impinge on Council business or is not used for unnecessary repetition or duplication of points of view.
- (d) In relation to a specific development application any applicants (or their representatives) and any persons who have made a submission (or their representatives) shall be entitled to seek approval to address Council when that development application is reported. Persons who have not made a submission and who wish to raise matters after the report to Council has been finalised shall be advised of their rights to make representations to individual Councillors but shall not be eligible for a public presentation.

Committees of Council

There are avenues for members of the public to personally participate in the policy development and functions of Council. Many of Council's committees have considerable community and group representation. Committee membership is reviewed by Council on an annual basis. A full list of Council Committees is provided in Council's Annual Report.

Consultation and Representation

During the development of policies, plans and strategies, members of the community are encouraged to contribute. Opportunities for input include focus groups, surveys, public meetings and any methods appropriate to the topic. Council utilises strategies outlined in its Community Engagement Strategy and Communications Plan.

There are avenues for members of the public to personally participate in the policy and procedures development of the Council. Several Council Committees comprise or include members of the public. Expressions of interest calling for members of the public to participate in and to join various Committees are publicly advertised annually.

Some of these Committees include:-

- Audit, Risk and Improvement Committee;
- **Economic Development Taskforce Committee;**
- Australia Day Committee;
- Traffic Committee;
- Access Committee;
- Upper Lachlan Tourist Association (ULTA);
- Crookwell and District Art Gallery;
- YaMad (Youth) Council Committee;
- Crookwell Memorial Hall Management Committee;
- Community Technology Centre (CTC) Committee; and
- Various Public Hall, Showground and Public Cemetery Committees.

Submissions

Members of the public may influence Council decisions concerning matters such as the terms of Council's Operational Plan and Delivery Program, the granting of development and building approvals etc., by making submissions, including comments on, or objections to, proposals relating to those matters.

FOUR WAYS TO ACCESS GOVERNMENT INFORMATION

The Government Information (Public Access) Act 2009 establishes four ways for the public to access government information from Upper Lachlan Shire Council. The means to access information include:-

1. Open Access Information

Council must publish open access information on its website, free of charge. Where it is not practical for Council to provide open access information on the website, the information will be made available free of charge in at least one other format. Please contact Council on (02) 4845 4108 to access information that is not currently available on Council's website.

Open access information such as Council policies, code of conduct, strategic plans and disclosure log are all available on our website.

2. Proactive Release of Information

Apart from open access information, Council will release as much other available information as possible either free of charge or at the lowest possible cost. There is a Mandatory Proactive Release and an Authorised Proactive Release of information.

Council has developed a Proactive Release Program for information it holds. This program is conducted once a year and a list of information proactively released is included in the Council Annual Report each year.

3. Informal Release of Information

Members of the public may contact Council and ask for information. This is known as an informal request. Council may release information informally, subject to reasonable conditions. Information may be disclosed through informal release where there is no third party personal information and consent involved.

4. Formal GIPA Act Access Application for Release of Information

If information cannot be accessed through any of the above ways, a formal GIPA Act Access Application may be necessary. This is generally a last resort under the GIPA Act 2009, and only necessary if the public are asking for a large volume of information, if providing access would involve an extensive search, or if the information you seek involves personal or business information about third parties who must be consulted before the information can be released.

GIPA Act Access Applications must be in writing, and accompanied by a \$30 fee. Processing charges of \$30 per hour may also be levied, depending on the type and amount of information sought. To make a formal GIPA Act Access Application please contact Council's Right to Information Officer on (02) 4845 4108.

DOCUMENTS OPEN ACCESS INFORMATION HELD BY COUNCIL

Types of Information held by Council

Upper Lachlan Shire Council holds information which relate to a number of varying issues. This information includes; policy documents, general information, registers, files, guidelines, plans, reports and other information.

There are a number of documents that are available for inspection free of charge and/or available on Council's Website www.upperlachlan.nsw.gov.au.

Council holds documents in both hard copy and electronic form that relate to a number of different issues concerning the Upper Lachlan Shire area. The documents included below may be available to the public upon request unless there is an overriding public interest not to do so.

Council has a register of Policy documents which is maintained by Council's Executive Assistant to the General Manager. The Government Information (Public Access) Regulation 2009, Schedule 1, requires the following open access information to be mandatorily disclosed on Council's website:-

1. Open Access Information about Council

- The model Code of Conduct prescribed under Section 440(1), of the Local Government Act 1993;

- Council's adopted Code of Conduct under Section 440(3), of the Local Government Act 1993;
- Code of Meeting Practice;
- Annual Report;
- Annual Financial Statements;
- Auditor's Report;
- Council Integrated Plans; including the Community Strategic Plan, Delivery Program, Operational Plan and Resource Strategy;
- Equal Employment Opportunity (EEO) Management Plan;
- Policy concerning the Payment of Expenses and Provision of Facilities to the Mayor and Councillors;
- Annual Reports of Bodies Exercising Functions Delegated by Council (e.g. Section 355/377 Committees);
- Any Codes referred to in the Local Government Act 1993;
- Returns of the Interests of Councillors, Designated Persons and Delegates;
- Agendas, Business Papers and Minutes of Council/Committee Meetings (except meetings that are closed to the public);
- Office of Local Government, NSW Department of Premier and Cabinet Representative Reports presented at a meeting of Council in accordance with Section 433, of the Local Government Act 1993;
- Land Register;
- Register of Investments;
- Register of Delegations;
- Register of Graffiti removal works;
- Register of current Declarations of Disclosures of Political Donations;
- Register of Voting on Planning Matters kept in accordance with Section 375A, of the Local Government Act 1993.

2. Plans and Policies

- Local Policies adopted by Council concerning approvals and orders;
- Plans of Management for Community Land; and
- Environmental Planning Instruments, Development Control Plans and Contribution Plans made under the Environmental Planning and Assessment Act 1979 applying to land in the local authority's area.

Information about Development Applications (Environmental Planning and Assessment Act 1979) and any associated documents received in relation to a proposed development

- Home Warranty Insurance documents;
- Construction Certificates;
- Occupation Certificates;
- Structural Certification Documents;
- Town Planner Reports;
- Submissions received on Development Applications;
- Heritage Consultant Reports;
- Tree Inspection Consultant Reports;
- Acoustics Consultant Reports;
- Land Contamination Consultant Reports;
- Records of decisions on Development Applications including decisions on appeals; and

- Records describing the general nature of documents that Council decides to exclude from public view after application of public interest test considerations.

Approvals, Orders and Other Documents

- Applications for Approvals under Part 1 of Chapter 7, of the Local Government Act 1993 and any associated documents received in relation to such an application;
- Applications for Approvals under any other Act and any associated documents received in relation to such an application;
- Records of Approvals granted or refused, any variation from Council Policies with reasons for the variation, and decisions made on appeals concerning Approvals;
- Orders given under Part 2 of Chapter 7, of the Local Government Act 1993, and any reasons given under Section 136, of the Local Government Act 1993;
- Orders given under the Authority of any other Act;
- Records of Building Certificates under the Environmental Planning and Assessment Act 1979;
- Plans of land proposed to be compulsorily acquired by Council;
- Compulsory Acquisition Notices; and
- Leases and Licenses for use of Public Land classified as Community Land.

In addition, from time to time Council will make as much other information as possible publicly available in an appropriate manner, including on their website. The information will be available free of charge or at the lowest reasonable cost. Such other information includes frequently requested information or information of public interest that has been released as a result of other requests.

Council will require a formal 'GIPA Access Application' form to be submitted where the information sought:-

- Is of a sensitive nature that requires careful weighing of the considerations in favour of and against disclosure, or
- Contains personal or confidential information about a third party that requires consultation, or
- Would involve an unreasonable amount of time and resources to produce.

Under the GIPA Act 2009 when deciding whether or not to release information, Upper Lachlan Shire Council shall consider whether there is an overriding public interest against releasing the information. Access to some documents and information held by Council may be restricted where it is determined that there is an overriding public interest against releasing the information or document.

HOW MEMBERS OF THE PUBLIC MAY ACCESS AND AMEND COUNCIL DOCUMENTS CONCERNING THEIR PERSONAL AFFAIRS

As far as practicable, Council documents will be accessible to members of the public during office hours. Persons interested in obtaining access to documents or who wish to seek an amendment to the Council records concerning their personal affairs should contact Council's Public Officer/Right to Information Officer.

The Public Officer – Right to Information Officer

The functions of the Public Officer/Right to Information Officer, are appointed by the General Manager in accordance with Section 342, of the Local Government Act 1993, are outlined in Section 343, of the Local Government Act 1993, as follows:

- May deal with requests from the public concerning the Council's affairs;
- Has the responsibility of assisting people to gain access to public documents of the Council;
- May receive submissions made to the Council;
- May accept service of documents on behalf of the Council;
- May represent the Council in any legal or other proceedings;
- Have such other functions as may be conferred or imposed on the Public Officer by the General Manager or by or under the Act.

In addition to the above responsibilities the Public Officer/Right to Information Officer is responsible for ensuring Council compliance with the GIPA Act. The role includes responsibility for receiving, registering and co-ordinating the review of all GIPA Access Applications and maintaining a disclosure log of GIPA Access applications.

At Upper Lachlan Shire Council the role of Public Officer/Right to Information Officer is the responsibility of the **Senior Records Officer, Governance and Records Management Coordinator** located in the Administration Office at 123 Yass Street, GUNNING NSW 2581.

If an applicant wishes to obtain information held by Council please contact the Right to Information Officer on (02) 4845 4108 during normal office hours. The Right to Information Officer is responsible for determining applications for access to information or for the amendment of Council held records. If you have any difficulty in obtaining access to Council documents please refer your enquiry to the Public Officer/Right to Information Officer.

To make a formal request for access to information under GIPA Act, the 'GIPA Access Application' form is to be completed and the application fee of \$30.00 is to be paid. In addition, processing charges may be applicable (there is no GST in relation to these charges). An acknowledgement of such application will be provided by Council within five working days.

If a fee for photocopies and postage of documents provided under the GIPA Act is payable, it will be listed in Council's annual adopted Operational Plan Schedule of Fees and Charges, and is GST inclusive.

GIPA ACCESS APPLICATION REVIEW

Firstly, all applicants should try to resolve a complaint with Council. An applicant for access to information should contact Council directly to find out how to make a complaint.

If you are dissatisfied with the Council's decision with regard to a GIPA Access Application, there are a number of options available. These include:-

- Seek an internal review through the agency (Council) which you originally applied for the information,
- Approach the NSW Information Commissioner for an external review of the Council's decision,
- Request a review through NSW Civil and Administrative Tribunal (NCAT).

Contacting the Information and Privacy Commission Office

If you require any advice or assistance about access to information or information regarding the GIPA Act and GIPA Regulations you may contact the Information and Privacy Commission as follows:-

Information and Privacy Commission

Postal Address:	GPO Box 7011 SYDNEY NSW 2001
Street Address:	Level 11, 1 Castlereagh Street SYDNEY NSW 2000
Telephone Number:	1800 472 679 (free call)
Facsimile Number:	(02) 8114 3756
Email:	ipcinfo@ipc.nsw.gov.au
Website:	www.ipc.nsw.gov.au
Hours of Business:	9am to 5pm, Monday to Friday

Finance and Administration - 19 September 2019

ITEM 13.5 **Request for Council support for funding applications to Stronger Country Communities Fund Round 3**

FILE REFERENCE **I19/600**

AUTHOR **Director of Finance and Administration**

ISSUE

This report provides correspondence for Council consideration of requests to provide in principle support to four funding applications by community groups to the Stronger Country Communities Fund Round 3.

RECOMMENDATION That -

1. Council provide in principle support to funding applications to the Stronger Country Communities Fund Round 3 for the following projects:-
 - Crookwell Golf Club - new concrete pathways at the Crookwell golf course;
 - Collector Community Association - construction and installation of a Multi-Purpose Court at Collector Oval;
 - Kiamma Creek Landcare Group – construction of a Park Shelter, double access barbeque and picnic seating at Pat Cullen Reserve Kiamma Creek;
 - Gunning District Association - Upper Lachlan Youth Social Inclusion Pilot Program.

BACKGROUND

The NSW Government Stronger Country Communities Fund (SCCF) Round 3 will provide \$100 million for community projects in regional NSW, with at least \$50 million for youth-related projects.

SCCF Round 3 opened on 1 July 2019 and will close on 27 September 2019. The assessment process will take place between October 2019 and January 2020 with the announcement of successful projects from January 2020.

There have been some key changes to SCCF Round 3 funding criteria including:-

- The dedication of \$50 million to youth (aged 12 to 24) related projects;
- Inviting applications from councils and, for the first time, not-for-profit and community organisations;
- The expansion of scope to cover programs and events as well as infrastructure;
- The extension of the application period to three months giving organisations time to submit their applications;
- Not conducting choice modelling. Applicants will be required to provide evidence of community consultation and support for their projects in the application;

Finance and Administration

REQUEST FOR COUNCIL SUPPORT FOR FUNDING APPLICATIONS TO STRONGER COUNTRY COMMUNITIES FUND ROUND 3 cont'd

- Extending the funding period from two years to three years to allow applicants sufficient time to deliver projects;
- Funds requested must be over \$50,000.

Funding available for projects in the Upper Lachlan Shire Council local government area for SCCF Round 3 totals \$785,442.

Funding will be allocated to projects that clearly demonstrate community support for projects and align with the program objectives; noting at least 50% of the Round 3 funding available in the Shire will be allocated to projects supporting young people.

At the 18 July 2019 Ordinary Council Meeting, Resolution Number 183/19 stated that:-
“Council endorses an application to the Stronger Country Communities Fund Round 3 for construction of a new amenities block in Gunning Showground.”

In accordance with the Council Resolution; Council Grants Officer is preparing a grant application for the construction of a new, purpose build amenities building for the Gunning Showground. The building will provide showers, toilets, disabled toilets, change rooms with a canteen, equipment storage and meeting area. The project would require the demolition of the existing amenities block and minor works to the Showground.

It is proposed that the design and budget for the Gunning Showground new amenities block project remain within the available SCCF Round 3 funds. Should it be required, project scope will be scaled back to meet the available SCCF budget of \$785,442.

REPORT

Council has advertised SCCF Round 3 to the community via Facebook, Website and through the Grants Officer's community contacts email list. SCCF Round 3 encourages not-for-profit and community organisations to apply directly to the NSW Government for projects in the Shire.

Council has received requests from 4 community groups to provide in principle support to their project applications to SCCF Round 3. The requests for support are Attachments to this report. This report does not make comment on the merits of each proposal it is for Council consideration whether to support each project or consider giving a priority ranking to each project.

In addition, consideration may be given that by supporting any/or all 4 project applications this may adversely impact the chances of success for the Council funding application for the Gunning Showground new amenities block.

Proposed project grant applications

The Crookwell Golf Club are making an application for \$50,000 to construct new concrete pathways replacing old warped synthetic mats and provide an improved granite surface around the machinery shed at the Crookwell Golf Course.

The Collector Community Association are making an application for \$50,000 for the construction and installation of a Multi-Purpose Court including a basketball goal and fencing at the Collector Oval as a first stage to a master plan project.

Finance and Administration

REQUEST FOR COUNCIL SUPPORT FOR FUNDING APPLICATIONS TO STRONGER COUNTRY COMMUNITIES FUND ROUND 3 cont'd

The Kiamma Creek Landcare Group are making an application for approximately \$59,000 to build a new Park Shelter, double access barbeque and seating for up to 20 people in Kiamma Creek Pat Cullen Reserve in Crookwell.

The Gunning District Association are making an application for \$54,000 for a Youth Social Inclusion Pilot program. A two year program be developed in partnership with a service delivery organisation and community groups employing a Youth Worker to facilitate youth activities. This project will be managed by the applicants.

In addition it is anticipated that some resources for project management by Council will be necessary for projects taking place on Council owned and/or controlled land. It is noted previously, as reported to 18 July 2019 Council Meeting, that the impact on staff of project managing 10 smaller SCCF projects from the first 2 rounds is onerous.

POLICY IMPACT

Nil

OPTIONS

1. Council may choose to provide in principle support to the 4 community projects, in writing, to assist their grant applications to SCCF Round 3.
2. Council may choose to provide in principle support to some or none of the 4 community projects.

FINANCIAL IMPACT OF RECOMMENDATIONS

By adopting the recommendation the Council is not directly committing Council funds towards the project, however Council staff project management costs will be incurred.

RECOMMENDATION That -

1. Council provide in principle support to funding applications to the Stronger Country Communities Fund Round 3 for the following projects:-
 - Crookwell Golf Club - new concrete pathways at the Crookwell golf course;
 - Collector Community Association - construction and installation of a Multi-Purpose Court at Collector Oval;
 - Kiamma Creek Landcare Group – construction of a Park Shelter, double access barbeque and picnic seating at Pat Cullen Reserve Kiamma Creek;
 - Gunning District Association – Upper Lachlan Youth Social Inclusion Pilot Program;

Finance and Administration

REQUEST FOR COUNCIL SUPPORT FOR FUNDING APPLICATIONS TO STRONGER COUNTRY COMMUNITIES FUND ROUND 3 cont'd

ATTACHMENTS

1.	Crookwell Golf Club - Request support for funding application to SCC Grant - Aug 2019	Attachment
2.	Collector Community Association - Request for Council Support - Stronger Country Communities fund round three - 3 September 2019	Attachment
3.	Malcolm Barlow - Pat Cullen Reserve - Grant Request - Shelter and BBQ - combined file	Attachment
4.	Gunning District Association - Upper Lachlan Shire Youth Support Pilot - Combined file	Attachment



26th August 2019

Andrew Croke
Acting General Manager
Upper Lachlan Shire Council
Spring Street
Crookwell, NSW 2583

Dear Andrew.

Crookwell Golf Club intends applying for a grant via the Stronger Country Community Round 3 Funding, closing 27th September 2019.

Our grant application will be asking for funding to replace the current pathways at the entrance to the first tee and the pathway between the pump-house and the fourth tee. Funding will also be requested to upgrade the surface area at the gate entrance to the machinery shed.

The pathways currently have a synthetic mat surface, which has warped and degraded over time, and is now uneven and is potentially a fall hazard when wet. Our grant application will request funding to replace the existing pathways with concrete pathways.

Around the machinery shed we would look to add decomposed granite or similar to even out the surface and remove the ruts.

Crookwell Golf Club requests that the Upper Lachlan Shire Council.

1. Provides permission for Crookwell Golf Club to install concrete pathways on the golf course and improve the surface around the machinery shed
2. Endorse and support our funding application.

If you require any further information or clarification please contact me.

Yours sincerely

Hal Rikard-Bell
Treasurer – Crookwell Golf Club
hal.rikardbell@gmail.com
0497 600 620

Collector Community Association Inc.

"The collective voice for Collector."

Mr Andrew Crooke
Acting General Manager
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581

UPPER LACHLAN SHIRE COUNCIL
GUNNING OFFICE
04 SEP 2019
File No:

Dear Andrew

I write on behalf of the Collector Community Association Inc. to request Council's **in principle support** for the construction and installation of a **Multi-Purpose Court** at the Collector Village Oval.

As raised and discussed at the **Community Outreach Meeting** in May of this year, parents in Collector have expressed concern over the lack of public recreation facilities for teenagers in the village. Having listened to their concerns, the Collector Community Association Inc. is now proposing the construction of a multi-purpose court area that would provide a playing surface for activities such as half-court basketball, netball, mini soccer, cricket practice and various ball games.

Our Association will be applying for funding for this project from the **Stronger Country Communities Fund Round Three** and will require the support of Council before we can proceed.

The Collector Oval has been selected as the ideal location for this recreational facility and the project has the full support of the Collector Oval Committee.

The Collector Village Pumpkin Festival committee also supports this project as it will complement the "Re-Energising Collector" project which is now about to commence construction.

With limited funding opportunities available we have developed a staged project concept plan that will be progressively developed and implemented. Our aim is that the first stage would be to construct the basic cement slab and provide a basketball goal and back fence. Additional facilities such as a cricket practice pitch, Futsal Goals, netball hoops and a tennis wall would then be added as funds become available.

The proposed Multi-Purpose Court also compliments existing plans of management for the Collector Oval and would fit neatly into the master plan for the development of facilities at the Collector Oval. The Multi-Purpose Court would also reduce

maintenance liabilities at the Collector Oval by replacing an area of uneven grassed surface with a low maintenance cement slab court.

The Collector Community Association Inc. propose that every opportunity should be made to engage local contractors and community volunteers in all aspects of construction work.

We look forward to a response from Council at earliest convenience.

Yours Sincerely,



Terry Lovelock
President
Collector Community Association Inc.



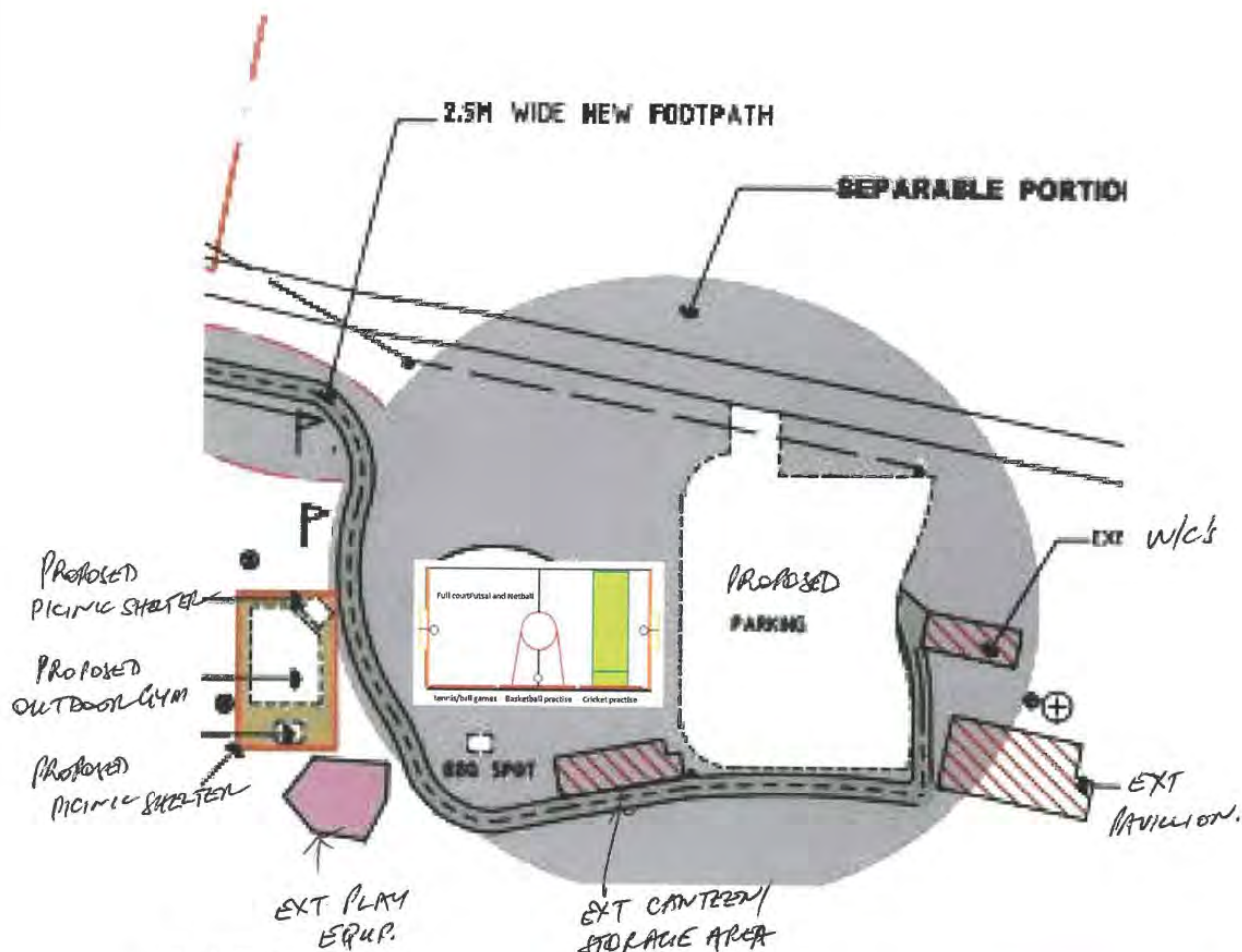
Gary Poile
President
Collector Village Pumpkin Festival



John Hoskins
President
Collector Oval Committee.

Preliminary draft plan for Multi-Purpose Court at Collector Oval.

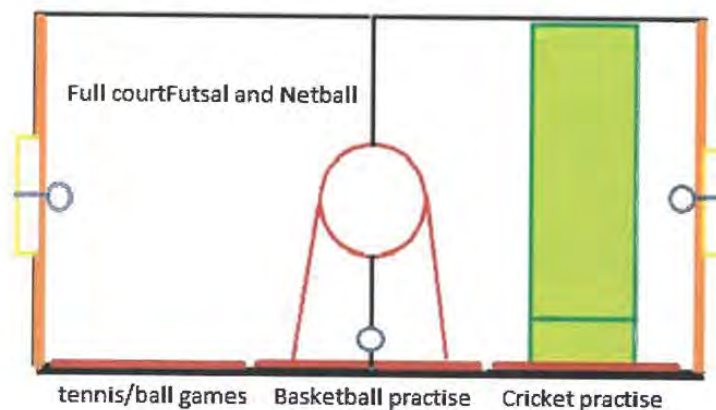
Master Plan for Collector Oval Development.



Detail of proposed Multi-Purpose Court Area.

The court will accommodate:

- Half court basketball
- Full court netball
- Futsal
- Cricket practice pitch
- Tennis practice
- Handball and other games



Stage 1.

- Strip back and remove top soil.
- Prepare 15m X 30m area with minimum .10m of road base level and compacted.

Stage 2.

- Construct Half court basketball section first.
- cement slab measuring 10m wide and 15m long.
- Fit with 3.6 metre high heavy duty rebound mesh fence with basketball backboard.
- Secure with supports to existing canteen building leaving 1.5 metre gap for drainage.



Court section 1

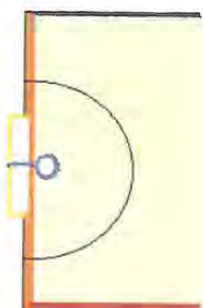


3.6 metre high by 3 metre long rebound fence module.

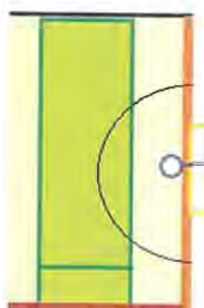
Three of these will be required along the "canteen" side of the court; one each for cricket, basketball and tennis / ball games.

Stage 3.

- Construct the two end sections to provide a 30m X 15m court.
- Two additional Cement slabs measuring 10m wide and 15m long.
- Fit with heavy duty rebound mesh fence with futsal goals at each end.
- Provide additional netball goals mounted over futsal goals.
- Fit section 2 with 3.6 metre high heavy duty rebound mesh fence for cricket practice area.
- Fit section 3 with 3.6 metre high heavy duty rebound mesh fence for tennis practice area.
- Line marking for various games



Court section 2



Court section 3



Two back fence and futsal goal modules will be required; one for each end. Note: netball goal posts will be fitted over futsal goals not shown in this image.

Attachments

Concept Image (incl. cost assumptions)

RAGE CAGE Rampage Twin CODE No. 004

[15x14 metres]

AT A GLANCE

- Bank ramp (x1)
- Quarter pipe (x1)
- Goal (x1)
soccer/hockey/lacrosse
- Netball ring (x1)
- Basketball
hoops/backboard (x1)
- Tennis rebound wall (x1)
- Cricket stumps (x1)
- Climbing wall (x1)
- Bench (x2)

*Earthworks and Concrete base are estimates only subject to site evaluation.



The RAGE CAGE **Rampage Twin** includes a minimum 3 metre high heavy duty mesh fencing behind both sports stations and 1 metre high banisters at the top of both skate ramps.

* Surfacing options: RAGE CAGE costs do not include surfacing of the court area. **Soft-fall surface** is not suitable for the **Rampage Twin** as it does not transition with RAGE CAGE skate ramps.

COSTINGS

RAGE CAGE	\$98,616
EARTHWORKS*	\$3,000
CONCRETE BASE*	\$16,500
PAINT*	\$4,000

All prices quoted do not include GST

www.ragecage.com.au

All Designs © Copyright Rage Cage Sports Pty Ltd 2018

**MODULE ONE**

- Basketball hoop/backboard (x1)
- Tennis rebound wall (x1)
- Cricket stumps (x1)

COSTINGS

MODULE	\$14,870
--------	----------

All prices quoted do not include GST

**FUN PACK MODULE 1**

Module 1 has a 3.6 metre high heavy duty mesh rebound fence as well as a tennis rebound wall. Basketball backboard stands 4 metres high and has an extra large basketball support at rear.

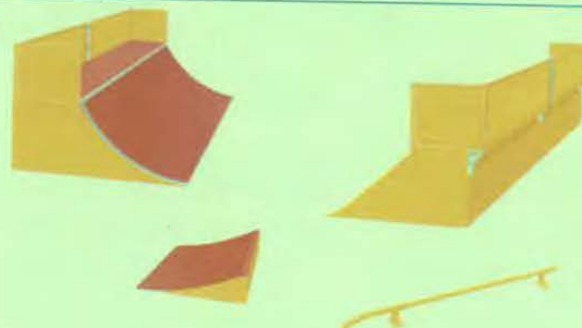
AT A GLANCE

- Quarter pipe (x1)
- Bank ramp (x1)
- Jump ramp (x1)
- Grind rail (x1)

COSTINGS

3 RAMPS/1 RAIL	\$58,226
EARTHWORKS*	\$3,000
CONCRETE BASE*	\$12,000
PAINT*	\$4,000

All prices quoted do not include GST



Collector Community Association Inc.

"The collective voice for Collector."

Concept Plan for Proposed Half Basketball Court

Project Purpose and Objective:

This project will see construction of a half court basketball court at Collector Oval.

These facilities will provide immediate amenities for young people living in and passing through the village, but will also allow for future upgrading of the facility to become a Rage Cage with mini soccer/hockey goals and skate ramps.

Community Support:

The Collector Community Association Inc. supports the installation of activities for adolescents in Collector. The group has sought feedback from the community with a basketball court and a skate park receiving the most support.

While the village of Collector has some facilities for children (playground equipment) and is about to have further facilities installed for adults (outdoor gym), there are currently very few amenities dedicated to adolescents in the village. This community-based activity would not only be an asset for local adolescents, but would also encourage others to stop off the highway in Collector on family trips.

Business and Policy Context:

This project is a good fit for the community and for the Upper Lachlan Shire Council (ULSC). This proposal aligns with the stated objectives of the ULSC Growth Strategy to, 'increase and improve recreational facilities' (ULSC Vision 2020, p. 198).

This project also compliments the "Re-energising Collector Community Project" launched in 2017 by the Collector Village Pumpkin Festival and supported by the Collector Community Association. The project was submitted to Council for funding under the Stronger Country Communities Fund Round 1 and was successful in gaining support. ~~Funding of \$240,000 has been secured and the project is scheduled for construction in the second half of 2019.~~ When complete, approx. 500m of shared pathway will be constructed in Collector as well as two picnic shelters and a boardwalk. Further details of this project, including detailed plans and drawings can be requested from Upper Lachlan Council (contact Projects Officer; Asis Faisal).

UPPER LACHLAN SHIRE COUNCIL
CROOKWELL OFFICE
04 SEP 2019
File No.

of David Murphy's Inn
Goulburn Street
Crookwell, 2583
3rd Sept, 2019

The General Manager,
Upper Lachlan Shire Council
Dear John,

The Kiamma Creek (Pat Cullen Reserve) Landcare group, now that our Waterside Walkway and new Footbridge project is almost complete, is applying for a grant under the State Government's S.C.C.P. Round 3 to erect a substantial park shelter with double electric BBQ and seating for up to 20 people. Our request is for \$59,000 grant money, and we have acquired the necessary quotes and several letters of support from community groups.

We now ask for your support when our application comes up for consideration at Council's September meeting.

Yours faithfully

per Mal Barlow (Treasurer)
(Barry Murphy - Chairman)

PROPOSAL



ENGINEERED FOR AUSTRALIAN COMMUNITIES

Quote No: 35636R3
Quote Date: 01-Aug-2019
Estimator: HARMAC
Project Consultant: Naomi Tyson - 0417 258 855
Project: Pat Cullen Reserve

Client: Kiamma Creek Landcare Group
Contact: Malcolm Barlow
Phone: 02 4837 3030
Email: lnesbitthawes@upperlachlan.nsw.gov.au
Location: Crookwell, NSW 2583

A formal instruction to proceed must be submitted on a company letterhead or official purchase order, and placed on Landmark Products Pty Ltd via the fax number or email address listed below.

Supply of standard K503 Mulgrave 6.0m x 5.6m gable roof shelter with bolt-down steel posts.

- * Pre-cut Colorbond, custom orb roof sheeting - XRW grade (Colour TBC).
- * Hot dipped galvanised and powder coated steel posts (Colour TBC).
- * LOSP treated, factory stained pine timber roof frame (Standard Stain).
- * Landmark Products stainless steel anti vandal fastening system.
- * All remaining brackets and fixings are galvanised steel.
- * Kit form, engineer certified, building application drawings and installation instructions.
- * Packed flat packed - delivery not included.



Quantity: 1
Unit Price: \$10,620.00
Total Price: \$10,620.00

All prices are excluding GST.

Multiple quantities of the same item may attract a volume discount or freight reduction.

Supply of standard K505 Mulgrave 7.2m x 5.6m gable roof shelter with bolt-down steel posts.

- * Pre-cut Colorbond, custom orb roof sheeting - XRW grade (Colour TBC).
- * Hot dipped galvanised and powder coated steel posts (Colour TBC).
- * LOSP treated, factory stained pine timber roof frame (Standard Stain).
- * Landmark Products stainless steel anti vandal fastening system.
- * All remaining brackets and fixings are galvanised steel.
- * Kit form, engineer certified, building application drawings and installation instructions.
- * Packed flat packed - delivery not included.



Quantity: 1
Unit Price: \$10,050.00
Total Price: \$10,050.00

All prices are excluding GST.

Multiple quantities of the same item may attract a volume discount or freight reduction.

Supply of standard K030 Taroona 3.0m picnic setting with bolt-down legs.

- * ACQ treated, hardwood timber table and seat boards (Standard Stain).
- * Hot dipped galvanised steel table and seat frames (HDG Only).
- * Landmark Products stainless steel anti vandal fastening system.
- * All remaining brackets and fixings are galvanised steel.
- * Kit form with footing design, setout plan and installation instructions.
- * Packed flat packed - delivery not included.



Quantity: 2
Unit Price: \$2,250.00
Total Price: \$4,500.00

All prices are excluding GST.

Prices are valid until Monday, 30 September 2019

* All photos are indicative only. Some images may contain products not included on this quotation.

Landmark Products Pty Ltd

ABN: 99 112 000 843

Unit 4 27 Lear Jet Drive
 PO Box 1636
 Caboolture, QLD 4510 Australia

Phone: 1300 768 230
 Fax: (07) 3204 0457
 Email: salesNSW@landmarkpro.com.au

Web: www.landmarkpro.com.au
 Web: www.furphyfoundry.com.au

INSURANCES FOR YOUR PROTECTION: \$20 Million Public and Product Liability Cover, \$10 Million Professional Indemnity Cover

WARRANTY: up to 20 years Structural Guarantee - Product specifics available at www.landmarkpro.com.au

QUOTE TERMS AND TRADING TERMS: As per Landmark Products Quotation and Trade Terms (clause 5.1) Invoice of product supply will occur on completion of manufacture (regardless if the product is shipped or not). For account customers only a 20% deposit must be paid upon placement of order of all custom manufactured goods. Engineering calculations are not included as standard. Should these calculations be required, a price variation will be required. This quotation is subject to Landmark Quotation and Trading Terms - Available on our website at www.landmarkpro.com.au

Page 1 of 4

PROPOSAL



ENGINEERED FOR AUSTRALIAN COMMUNITIES

Quote No: 35636R3
Quote Date: 01-Aug-2019
Estimator: HARMAC
Project Consultant: Naomi Tyson - 0417 258 855
Project: Pat Cullen Reserve

Client: Kiamma Creek Landcare Group
Contact: Malcolm Barlow
Phone: 02 4837 3030
Email: lnesbitthawes@upperlachlan.nsw.gov.au
Location: Crookwell, NSW 2583

A formal instruction to proceed must be submitted on a company letterhead or official purchase order, and placed on Landmark Products Pty Ltd via the fax number or email address listed below.

Supply of standard FFSB004011A (KF073) Woodgrove 1.8m WCA1 picnic setting with bolt-down legs.

- * Aluminium anodised slats (Clear Finish).
- * Hot dipped galvanised and powder coated steel frames (Colour TBC).
- * No allowance for hold down bolts.
- * Packed flat packed - delivery not included.



Quantity: 2
Unit Price: \$2,450.00
Total Price: \$4,900.00

All prices are excluding GST.

Supply of standard KB602 (FFSEBP302) double hotplate electric 'Access' barbecue (2.03 x 1.02 x 0.80m).

- * 444 grade stainless steel cook top and 304 grade stainless steel frame.
- * 304 grade stainless steel bench top (with push start buttons) with cast aluminium powder coated ends (Aztec Silver).
- * Marine ply support sheeting adhered to large 304 grade stainless steel external panels.
- * Lockable access door under each element.
- * 2.4kw consumption with 10 amp power requirement (per hotplate).
- * Electronics protected with an IP65-rated enclosure.
- * Waste collection trays (including 50 waste bags).
- * Installation instructions.
- * No allowance for hold down bolts.
- * Packed fully assembled - delivery not included.



Quantity: 1
Unit Price: \$9,270.00
Total Price: \$9,270.00

All prices are excluding GST.

Multiple quantities of the same item may attract a volume discount or freight reduction.

Delivery to :-

Crookwell, NSW 2583

- * Unloading not included.
- * A variation will occur if unloading is required.
- * Freight rate for the Above (1) Shelter (2) Settings and (1) BBQ Only.

Quantity: 1
Unit Price: \$2,080.00
Total Price: \$2,080.00

All prices are excluding GST.

Supply of Modified K060 San Remo 1.8m picnic setting with WCA 1 end with bolt-down legs.

- * Aluminium anodised table and seat boards (Clear Finish).
- * Aluminium powder coated table and seat frames (Colour TBC).
- * Limited colour range available - non-standard colours will be subject to a price variation.
- * Landmark Products stainless steel anti vandal fastening system.
- * All remaining brackets and fixings are stainless steel.
- * Kit form with footing design, setout plan and installation instructions.
- * Packed flat packed - delivery not included.



Quantity: 2
Unit Price: \$3,580.00
Total Price: \$7,160.00

All prices are excluding GST.

Prices are valid until Monday, 30 September 2019

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Landmark Products Pty Ltd
 ABN: 99 112 000 843

Unit 4 27 Lear Jet Drive
 PO Box 1635
 Caboolture, QLD 4510 Australia

Phone: 1300 768 230
 Fax: (07) 3204 0457
 Email: salesNSW@landmarkpro.com.au

Web: www.landmarkpro.com.au
 Web: www.furphyfoundry.com.au

INSURANCES FOR YOUR PROTECTION: \$30 Million Public and Product Liability Cover, \$10 Million Professional Indemnity Cover
WARRANTY: up to 20 years Structural Guarantee - Product specifics available at www.landmarkpro.com.au

QUOTE TERMS AND TRADING TERMS: As per Landmark Products Quotation and Trade Terms (clause 5.1) invoice of product supply will occur on completion of manufacture (regardless if the product is shipped or not). For account customers only a 20% deposit must be paid upon placement of order of all custom manufactured goods. Engineering calculations are not included as standard. Should these calculations be required, a price variation will be required.
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Page 2 of 4

PROPOSAL



ENGINEERED FOR AUSTRALIAN COMMUNITIES

Quote No: 35636R3
Quote Date: 01-Aug-2019
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Project Consultant: Naomi Tyson - 0417 258 855
Project: Pat Cullen Reserve

Client: Kiamma Creek Landcare Group
Contact: Malcolm Barlow
Phone: 02 4837 3030
Email: lnesbitthawes@upperlachlan.nsw.gov.au
Location: Crookwell, NSW 2583

A formal instruction to proceed must be submitted on a company letterhead or official purchase order, and placed on Landmark Products Pty Ltd via the fax number or email address listed below.

Delivery to :-

Crookwell, NSW 2583

Quantity: 1
Unit Price: \$280.00
Total Price: \$280.00

- * Unloading not included.
- * A variation will occur if unloading is required.
- * Freight rate for (2) K060 San Remo 1.8m picnic setting Only.

All prices are excluding GST.

Prices are valid until Monday, 30 September 2019

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INSURANCES FOR YOUR PROTECTION: \$20 Million Public and Product Liability Cover, \$10 Million Professional Indemnity Cover

WARRANTY: up to 10 years Structural Guarantee - Product specifics available at www.landmarkpro.com.au

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Page 3 of 4

PROPOSAL



ENGINEERED FOR AUSTRALIAN COMMUNITIES



Freight

For economic freight rates a majority of our products are unassembled, all are predrilled with bolts and screws supplied. All can be assembled on request. Above freight costing does not include unloading on delivery, you will be required to have some form of unloading available when the truck arrives at the delivery site. (Please refer to "Unloading" section below.)



Unloading

Unloading of goods from the truck will be the responsibility of the client as we use various transport companies and most standard delivery trucks do not have unloading facilities on board. If you do not have the ability to unload goods on delivery please discuss options with your Project Consultant prior to confirming your order as this may incur an unloading fee.



Lead times

For standard lead times, please speak with your Project Consultant to ensure we can accommodate your requirements prior to placing your order.

The following are excerpts from the Landmark Products Pty Ltd terms and conditions. The full terms and conditions are available at www.landmarkpro.com.au or from your local consultant.



Payment terms and conditions

- 5.1 Unless a specific time for invoicing is set out in the quotation accepted by the Customer, Landmark will invoice the Customer for Products and Services from time to time as it sees fit.
 5.2 Payment of the invoices issued under clause 5.1 must at all times be made and received by Landmark by the due date as outlined on the invoice.
 5.3 In the event payment is not made by the due date as outlined on the invoice, Landmark reserves the right to, without prejudice to any other remedy:
 (a) suspend or cancel performance and delivery of all Products and Services until all outstanding payments are made and to adjust the amount payable by the Customer to compensate Landmark for any extra expense or loss, without limiting any right to take proceedings for recovery; and
 (b) charge the Customer interest equal to 0.05% per day, or other rate advised in writing, to be compounded upon the amount owing and to be billed at the end of each month following the due date or at settlement of overdue accounts.
 5.4 Landmark reserves the right to require progress claims on orders placed to cover a reasonable percentage of the cost to be incurred for each successive interval until the next progress claim. Progress claims will be made prior to the commencement of manufacture, during manufacture, prior to delivery, prior to installation and on completion. Each project will be treated individually.
 5.5 Claim for Payment. The customer agrees all invoices or a claim for payment are (depending on where the said services are delivered) under the Building and Construction Industry Security of Payment Act 1999 (NSW), or the Building and Construction Industry Security of Payment Act 2002 (VIC), or the Building and Construction Industry Payments Act 2004 (QLD), or the Building and Construction Industry Security of Payment Act 2009 (SA), or the Construction Contracts Act 2004 (WA), or the Building and Construction Industry (Security of Payment) Act 2009 (ACT), or the Building and Construction Industry Security of Payment Act 2009 (TAS), or the Construction Contracts (Security of Payments) Act 2009 (NT).



Returns and cancellation policy

- 10.1 If the Customer considers that the Products do not comply with the clauses 8 and 9, the Customer must provide written notice to Landmark making such claim within the relevant warranty period referred to in clause 9.1 which provides the appropriate invoice numbers, part numbers and purchase dates and such other reasonable details as required by Landmark.
 10.2 If the Customer does not provide any notice in accordance with clause 10.1 the Customer is deemed to have accepted the condition and correctness of the Products ordered and received.
 10.3 If notice is provided by the Customer in accordance with clause 10.1, Landmark may determine, at its sole discretion, to accept the return of the Products for its own assessment or determine that the Products should be returned to the manufacturer for its determination.
 10.4 Where any Products are returned to Landmark or the manufacturer in accordance with clause 10.3, the Products remain at the Customer's risk pending acceptance of liability by Landmark or the manufacturer. The Customer is to pay the freight and other cost of returning the Products unless the reason for return is directly and wholly caused by an error of Landmark or the manufacturer in which case only the freight for the return will be paid for by Landmark or the manufacturer, respectively.
 10.5 Any acceptance of delivery back from the Customer by Landmark or the manufacturer prior to Landmark or the manufacturer (as the case may be) accepting responsibility in relation to the Products, will be by Landmark or the manufacturer (as the case may be) as agent for the Customer and is not to be taken as any acceptance of any liability by Landmark or the manufacturer.
 10.6 Subject to clause 8 and the warranties provided in clause 9 and without limitation to Landmark's discretion to accept the return of the Products, Landmark is not required to accept Products that:
 (a) are not returned within 30 days of the date of the notice provided by the Customer in clause 10.1;
 (b) are obsolete, incomplete, damaged by the someone other than Landmark (save for the defect causing the return) or otherwise imperfect;
 (c) were specially procured or cut to length by Landmark;
 (d) are not in the original undamaged/unmarked packaging, or as supplied and remain in good condition and with all documentation such as instructions;
 10.7 The amount of credit allowed in respect of Products returned, if any, may be subject to a service charge at Landmark's rate currently in effect, unless these Terms specifically state otherwise.
 10.8 The Customer is responsible for Products lost or damaged in transit during return to Landmark or the manufacturer and the risk remains with the Customer until the Products are received by Landmark.
 10.9 Any dispute relating to this clause is to be determined in accordance with clause 16.



Warranty

- Up to 10 years Structural Guarantee. 9.1 The Customer acknowledges that in relation to Products manufactured by Landmark, Landmark provides the following warranties:
 (a) In relation Products referred to in a specific warranty policy as set out on Landmark's website (currently at this address www.landmarkpro.com.au/about/policy-statements-certification, Landmark provides a warranty to the Customer for those Products on the terms set out in the relevant warranty policy from time to time;
 (b) In relation to Products for which there is no warranty policy on the above website and that are manufactured by Landmark, Landmark warrants that all Products supplied by it will be free from defects in workmanship under normal use and service for a period of three (3) months from the date of invoice; and
 (c) In relation to Products for which there is no warranty policy on the above website and that are made from goods Remanufactured by Landmark, Landmark warrants that all Products which are made from goods Remanufactured by Landmark will be free from defects in workmanship under normal use and service for a period of six (6) months from the date of invoice.
 9.2 Other than provided for in clause 9.1 and Australian Consumer Law, the Products supplied by Landmark (but not manufactured by Landmark) are subject only to the then applicable manufacturer's written warranty. The warranty in this clause will apply to the extent of repair or replacement of any defect at the option of Landmark at a service facility elected by Landmark and the Customer will bear all transportation costs to and from that service facility.
 9.3 To the extent permitted by the Australian Consumer Law and other legislation, warranties and provisions that may be implied by the Australian Consumer Law and any other legislation are expressly excluded.
 9.4 Other than as expressly set out in clauses 8 and 9 and to the extent permitted by the Australian Consumer Law, Landmark gives no warranty whatsoever in relation to the Products sold to the Customer or the Services provided, whether in regard to the quality of the Products or the Services, the fitness of the Products or the Services for any purpose or the compliance of the Products or Services sold with any description or sample produced by either party to the other at any time, whether prior to, at the time of or subsequent to the Customer placing an order for the Products with Landmark, or otherwise.
 9.5 If the Services are performed on Landmark's behalf by a sub-contractor, those Services are subject only to the then applicable sub-contractor's warranty, details of which will be made available to the Customer upon request to Landmark in writing and except to the extent prohibited by law, all other warranties in relation to the Products and Services provided on Landmark's behalf by a sub-contractor are excluded.
 9.6 No warranty, representation or statement by any employee, representative or agent of Landmark, relating to these Terms, the Products or Services shall bind Landmark and Landmark shall not incur any obligation whatsoever for any such promise, representation or statement.
 9.7 All limitations of liability contained in these Terms shall continue to have full force and effect in all circumstances, including on termination of an order, notwithstanding any breach of these Terms, breach of contract, or negligence by Landmark, their Related Entities, employees, representatives or agents.

For full terms and conditions please refer to www.landmarkpro.com.au

Thank you for the opportunity to quote for your project requirements. If you require any further information, please feel free to contact us at your earliest possible convenience.

Prices are valid until Monday, 30 September 2019

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 ABN: 99 112 000 843

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INSURANCES FOR YOUR PROTECTION: \$20 Million Public and Product Liability Cover. \$10 Million Professional Indemnity Cover.

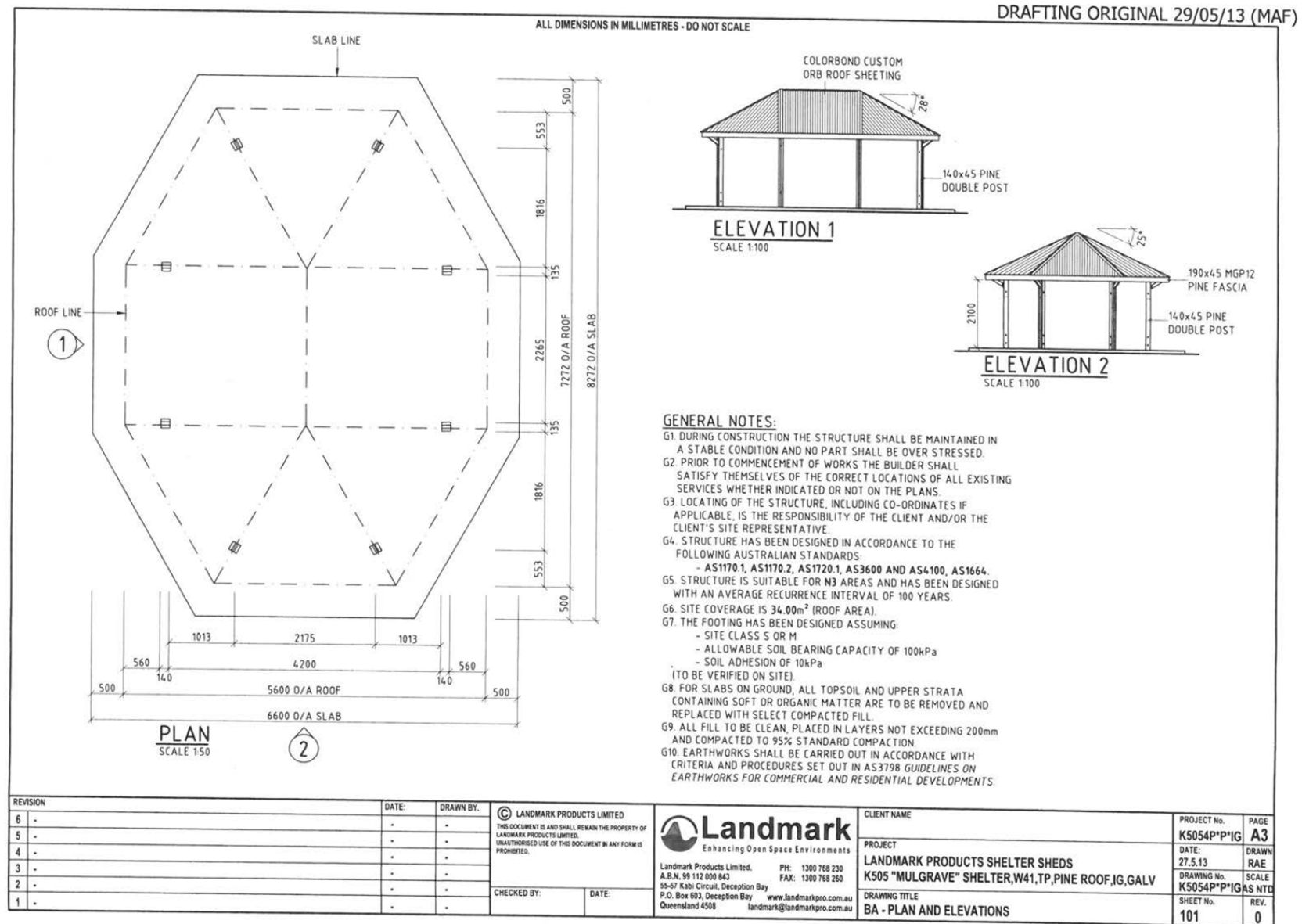
WARRANTY: up to 20 years Structural Guarantee - Product specifics available at www.landmarkpro.com.au

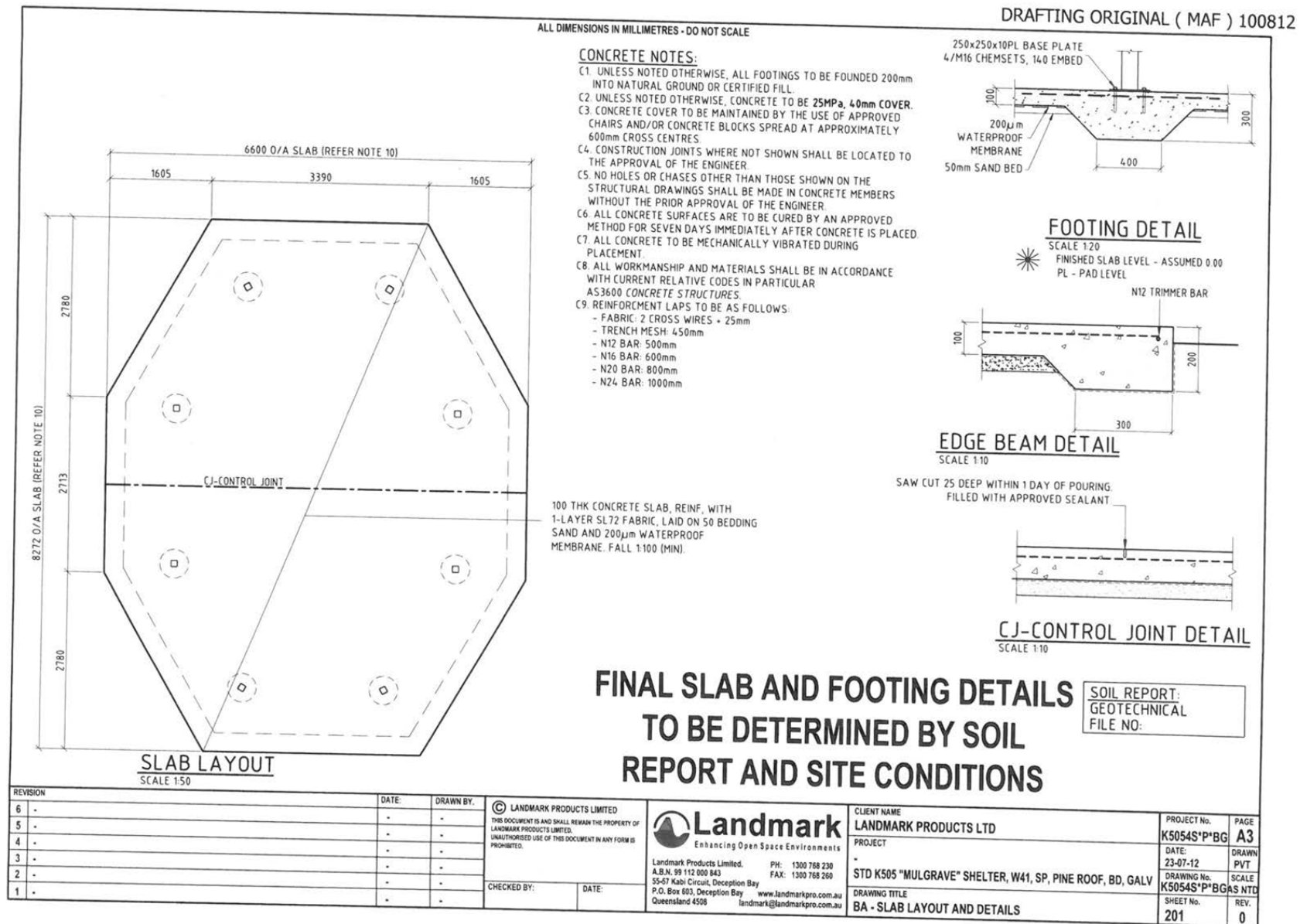
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Page 4 of 4







Crookwell Native Flora and Fauna Club Inc.**PO Box 76,
Crookwell,
NSW 2583.****Re: Kiamma Creek (Pat Cullen Reserve) Landcare Group.**

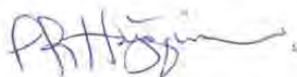
To whom it may concern;

The Crookwell Native Flora and Fauna Club has been working closely with Kiamma Creek Landcare Group for at least the past four years. We have been assisting the Group with selection of suitable native trees and shrubs for possible planting within the riparian area of Kiamma Creek, and with the selection of suitable plants for the Sensory Garden within the park area. We are also interested in advising the group on educative signage to display native flora and fauna to visitors.

We are aware that the Group is seeking further funding to enable the construction of picnic areas within the Reserve. We fully support this initiative, as one of the main aims of the Group is to assist the establishment of a Passive Recreation Area for Crookwell citizens and visitors. The park's proximity to the town and the caravan area is ideal for encouraging its use for passive recreation. Crookwell has many active recreation areas, such as Todkill Park, but in our opinion, it requires more passive areas where visitors can simply relax, sit in the park, have a picnic lunch, and admire the views of trees and birds, and possibly other wildlife, within the vicinity of Kiamma Creek.

One of the main aims of our Club is to encourage the appreciation and conservation of native flora and fauna within Upper Lachlan Shire. We have been working closely with the above Group as we realise that Kiamma Creek has great potential for this purpose. The construction of picnic areas within the Reserve will undoubtedly attract more visitors, and we hope (by educative signage and conservation of the riparian area along the creek) that our aims will be met in cooperation with the Kiamma Creek Landcare Group.

Yours sincerely,



Dr Ross Higginson, Secretary (27/03/2018).

**Upper Lachlan Dame Mary Gilmore Society
PO Box 163
CROOKWELL NSW 2583**

2nd September 2019

**The Mayor and Councillors
Upper Lachlan Shire Council
Spring Street
CROOKWELL NSW 2583**

Dear Mayor and Councillors,

Members of the U.L. Dame Mary Gilmore Society strongly support the application by the Kiamma Creek (Pat Cullen Reserve) Landcare Group for funding to build a substantial park shelter to seat a number of people in the Reserve.

At present, there is only one roofed shelter able to seat 4 people. The Kiamma Creek Reserve is a much-used passive recreational area, which is used by many local people and visitors. Families and individuals enjoy spending time in this quiet relaxing environment, often taking the opportunity to have a picnic on the creek banks. The shelter would enhance the park and make it more user friendly in all weather conditions.

Your sincerely,



**Trevene Mattox
President**

**Upper Lachlan Tourist Association**

ABN 97 712 325 363
P.O.Box 303 Crookwell NSW 2583
36 Goulburn St, Crookwell NSW 2583
Ph (02) 4832 1988 Fax (02) 4832 0119
www.visitupperlachlan.com.au



... will take you there!

2 September 2019

Mr Malcolm Barlow
Kiamma Creek Landcare
619 Redground Rd
CROOKWELL NSW 2583

Dear Malcolm,

Re: Support for Shelter

The Upper Lachlan Tourist Association exists to develop and support initiatives that will encourage greater visitation to our shire. The Association has developed a Tourism 2020 strategic plan to guide the activities that will result in meeting our objectives.

A primary concept of the plan is to support infrastructure developments that provide a quality visitor experience at all stages of their journey. The plan specifically references improvements to parks, gardens and amenities as a key to providing quality tourism experiences that assist in achieving the goal of increasing visitor expenditure.

The Upper Lachlan Tourist Association wholeheartedly supports the efforts of the Kiamma Creek Landcare Group to provide a large shelter for the use of park visitors that will greatly improve the amenity of the area and increase the usage of this community space all year around. The park well is well positioned in the centre of town and has the potential to be a prime passive recreational spot for the resident and visitor alike.

If you have any questions please feel free to contact the undersigned.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Andrew Warren'.

Andrew Warren
Tourism Manager
Upper Lachlan Tourist Association



Upper Lachlan Tourist Association is a volunteer committee of Upper Lachlan Shire Council

Unit 17

Clifton Village

7 Robertson St.

Crookwell.

To Whom it May Concern.

I am a resident of Clifton Retirement Village, which is located across the road from the Pat Cullen Reserve.

I and other residents of the Village love the view and we use the reserve as a place to visit for quiet reflection, as do so many other people both local and visitors to the town. I have noticed car clubs meet and snack in the reserve also some people just sit for a cuppa and chat, mothers will bring a group of children for a birthday snack after school, others just walk the dogs and sit and chat to each other.

However, there is but one roofed seat and it can only hold four people.

I and many of the people I write on behalf of fully support the application to build a more substantial roofed shelter in the reserve as this could be used by all of us in the future. This is truly a very pleasant, peaceful reserve and has been recognised by many as a meeting place. New improvements to the reserve don't need to be named or made more notice of. Just leave it as "Pat Cullen Reserve, Kiama Creek walk way

Yours faithfully.

Olga. S. Anderson



Crookwell High School
1 Crown Street (PO Box 167)
Crookwell NSW 2583
T 4832 1421
F 4832 1966
E crookwell-h.admin@det.nsw.edu.au



Education

5 September 2019

RE: Kiamma Creek (Pat Cullen Reserve) sheltered seating and BBQ project

To whom it may concern

The proposal by the Kiamma Creek (Pat Cullen Reserve) Landcare Group to construct a sheltered seating area, BBQ and access pathway is one that would be greatly supported by Crookwell High School. Kiamma Creek is within close proximity to the school and is already an area that is accessed by teachers and students for activities based around education, and for extracurricular activities.

The Kiamma Creek (Pat Cullen Reserve) area is a short walk from the school and is used by our Geography classes to investigate the natural environment, science classes when studying ecosystems, and our Environment Club as an area of interest. It is also a space used by classes doing Sport and Art students painting natural landscapes and heritage areas visible from the creek.

Having a covered area with seating allows us to have an outdoor classroom space to enhance the activities already undertaken there, and encourage other classes to utilise the beautiful surrounds as part of their studies. As a result of Crookwell's altitude and geographical location, the weather can be subject to extremes of cold and hot weather, as well as rain and frost. A sheltered area with dry seating makes accessibility even more weather resistant.

The BBQ space is also of benefit, as it allows teachers to plan longer fieldtrips and incorporate lunch into the day. This will enhance student participation and give our students a stronger sense of ownership and responsibility for the area.

I have no hesitation in commending and supporting this initiative by the Kiamma Creek (Pat Cullen Reserve) Landcare Group in seeking funding to build this worthwhile facility. I do so with the knowledge that it would be of great benefit to our students and school, in addition to our wider community.

Regards

Vero Joseph
Principal, Crookwell High School

(6)

59 EVIDENCE OF HALFWAY MILESTONE

Nominated infrastructure listed in No. 57 will be erected by contractor. Photographs if required

60 TOTAL PROJECT COST

From current quotes \$57,000

61 COMPLETED BUDGET DETAILS

1. Earthworks, concrete slab, access pathway	12,000
2. Supply Shelter Kit (\$10,500) and Erect by contractor (\$2,500), plus delivery (\$2,100)	15,100
	<u>27,100</u>
3. Supply seat units (3 x \$2,450 + 2 x \$800) and install by Contractor (\$550)	9,500
4. One dual Fuelply electric BBQ (\$9,300) plus electrician to install (\$1,300)	10,600
5. Minor brickwork and landscaping	2,500
6. Contingency (\$3,000) & Management (\$4,000)	7,000
	<u>\$56,700</u>
	pay) <u>\$57,000</u>

62 ONE TRADESMAN'S QUOTE

- Josh Proudman Quote 61.1, Part 61.5
- Steve Ward Quote 61.4.

WITH JOSH CANCELS
\$59,000

63 TOTAL FUNDING REQUESTED

- \$59,000 (See No. 61 above)

64 CO-CONTRIBUTION

- \$0 NB With Council will manage the project

65 OTHER SOURCES OF INCOME

- Nil for this project.



Upper Lachlan Youth Social Inclusion Pilot
Project Proposal - August 2019

Purpose of Document

This document has been written to provide details about the Gunning District Association (GDA) proposal for a Youth Social Inclusion Pilot Program in the Upper Lachlan Local Government Area (LGA). All questions about this should be directed to GDA and the information in this proposal treated in confidence until such time as project funding has been realised.

Project Description

GDA will partner with a service delivery organisation and other community organisations to deliver a two-year Youth Social Inclusion Pilot Program across Upper Lachlan LGA.

This Pilot will gauge the effectiveness of using activities and events in Rural Agricultural classified LGAs to boost referrals to youth providers/health services from nearby Regional Towns/Cities. The Pilot is intended to primarily increase wellbeing, and will also foster a sense of community and increase work readiness.

Scope

The Pilot Youth Social Inclusion Program will employ a youth worker (through a service delivery partner) to facilitate (in association with local communities groups) the planning, programming and implementation of three key activities:

1. *Youth "Drop-in" services* will operate fortnightly in Crookwell and Gunning (the largest population centre in the ULS LGA) to provide advice and information to young people on issues such as education, employment, mental health and physical health;
2. *Social inclusion groups* will operate as a way for the youth worker to get to know young people, provide them with one on one support and make health referrals as needed. The format of each group will be decided by local young people, but may take the form of youth groups, movie nights, sports and games or other activities. They will occur:
 - o Fortnightly in Crookwell, Gunning and Taralga; and,
 - o Monthly in Bigga, Binda, Collector, Dalton, Grabben Gullen and Laggan.
3. *Community and life skills events* will see young people taken on bus trips to community youth days, social bus trips and youth health/employment expos as they occur; bus trips will occur approximately 7 times over the course of the Pilot.

By engaging with young people through multiple channels, this Pilot will be able to report back on the success of different options and make recommendations for future programs.

Note: funding for further Youth Day events in the Upper Lachlan LGA is out of scope for this project; it will be sourced through other applications (GDA currently has an application with the Foundation for Rural and Regional Renewal for this). However, it is foreseen that the Youth Worker will assist with these events between two to four times per annum (see *Project Budget* attached for details).

Policy Context

This section provides details about the background, target market and justification for this Pilot.

Demographics

The Resident Population for the Upper Lachlan LGA for 2018 is estimated to be 7,961, with a population density of 0.01 persons per hectare. (<https://profile.id.com.au/upper-lachlan>). In 2016 there were 622 young people aged 12 to 25 in the ULS; this is likely to have grown, as the number of children 5 to 11 in 2016 was 619 (<https://profile.id.com.au/upper-lachlan/service-age-groups>).

The Upper Lachlan LGA is home to service and community groups including: Progress and Community Associations, the Country Women's Association, Men's Shed, Lions Clubs, Rotary Clubs, View Clubs, the RFS and SES, churches, many sporting groups, Scouts, Pony Clubs and garden clubs.

Consultation With Young People

GDA Youth Members held a "Pizza Night" on 13 July 2017, to canvass the ideas of young people. Two of the five key ideas that came from this were about improving employment opportunities and increasing youth activities; this resulted in the recommendation that employment of a youth worker would help realise these. Since then, the GDA Committee and GDA Youth Members have been actively pursuing a Youth Development Officer or a youth worker in the Upper Lachlan LGA.

On two occasions, GDA Youth Members made presentations about this at Council (Dec 2017 and Dec 2018 – see *GDA Youth Representatives Presentation*). Furthermore, for the 2018/19 and 2019/20 Operational Plans, the GDA Committee and GDA Youth Members made submissions asking that ULSC "employ a part time or casual Youth Development Officer one day per week to be located in Gunning"; on each occasion, ULSC has rejected this request. ULSC has not revisited this request despite grant opportunities having become available that may assist with funding a Youth Worker (such as the Stronger Country Communities Fund Round 3, which specifies a percentage of projects for young people).

To test if there was still a desire for a youth worker in the Upper Lachlan LGA, GDA undertook a survey of 30 young people ages 12 to 25 at the Dalton Youth Day (see *Dalton Youth Day Report*). Of those surveyed, 96% of indicated they would or might participate in youth worker led activities if available and over half of the respondents indicated that they would like to see more social activities planned in their area. Additionally, when young people were asked what activities they would like to see more, themes that arose include: movie nights, more sports, youth meet-ups, games and discos. These activities would be possible under the proposed Pilot.

Prior to the grant application, this project proposal will be shared with young people in the Upper Lachlan LGA for comments and feedback on the Pilot Program. Once funding has been achieved, programming will involve young people who will, at initial social inclusion meetings and throughout the Pilot, decide the format required for their village.

Consultation With Youth Health Providers

Youth Health Providers at the Dalton Youth Day event indicated, a strong feeling that young people in the Upper Lachlan LGA are difficult to engage in youth and health services due to:

- *Geographical Isolation:* The Upper Lachlan LGA has a small population spread over an area of 7,000km²;
- *Lack of Social Interaction:* Young people in the Upper Lachlan LGA attend a number of different high schools in Crookwell, Goulburn, Yass and Canberra, with others attending boarding school; sometimes they just don't know other young people in their area;
- *Lack of Youth Services:* While youth health providers are available to provide services in the Upper Lachlan LGA, most are based outside of the area (especially in Goulburn and Yass). This poses the problem of a lack of local knowledge and difficulty understanding local issues.

By engaging a youth worker to travel to many towns in the LGA, the issues of geographical isolation and lack of youth services with local knowledge will be reduced. Having a youth worker who knows or learns the environment of the Upper Lachlan LGA and works directly with the young people means the right activities can be developed for engagement and wellbeing can be boosted as our youth learn more about how to manage their physical and mental health.

Benefits

The benefits of this project will be:

- Improved access for young people to youth providers for better understanding of health;
- Further opportunities for social connection between young people from different areas;
- Increased satisfaction with youth activities for young people.

Number of People Who Will Benefit

Based on attendance at the Dalton Youth Day, it is expected that between 25 to 50% of all young people aged 12 to 25 to directly engage with the service at at least one entry point; this would be see direct benefits for up to 310 young people (not adjusting for current estimated population figures and instead using 2016 Census data). It is assumed a further 155 young people aged 12 to 25 will indirectly benefit from hearing about the service from the young people who have attended.

For those outside of the target age group, it is assumed that there will be 500 young people aged 0 to 12 that will also benefit indirectly by being able to participate in the Youth Days; this cohort will also later use the service, thus increasing its future reach. Another indirect benefit will be for parents who may attend the Youth Days and find out information that benefits them; based on attendance at Dalton Youth Day, this could include up to 750 parents.

This suggests that approximately 1,715 people in the Upper Lachlan LGA (or 21% of the population) will either directly or indirectly benefit from this project over the two-year life of the Pilot.

Outcomes

If the project is successful young people in the Upper Lachlan LGA will have improved access to youth appropriate services in addition to building community learning through youth events.

Outcome Measurement

The Upper Lachlan Youth Social Inclusion Pilot will be measured for success through the following:

1. Uptake for the Youth Social Inclusion Program by young people in the LGA:
 - Measured annually by counting attendees at all events and activities
2. Uptake for youth providers and health services for increased wellbeing:
 - Measured annually by base lining current uptake and comparing
3. Youth satisfaction with services:
 - Measured annually by surveying self reported satisfaction amongst young people

If this project is successful, there will a strong argument for ongoing Youth Days to be supported by ULSC and/or other government agencies so that benefits may be sustained. Additionally, the results can be shared with other Rural Agricultural LGAs in proximity to Regional Towns and Cities.

Schedule

The project will start in January 2020 and conclude in December 2021 (see *Project Plan* attached for activities in detail).

There will be a halfway milestone at the end of the first year (Dec 2020) for a mid project review. The halfway milestone will be met if there is adequate uptake and youth satisfaction with the service in addition to an increase in youth provider and health services uptake

Budget

The project will require \$54,000 in funding (see *Project Budget and Assumptions* attached).

Risks and Issues

There is a risk this project will not receive the appropriate grant funding. If this occurs, the project will not proceed and a new proposal will be drawn for other grant funding opportunities.

Project specific risks have been identified and attached (see *Risk Assessment*).

Governance

The Project Manager will report progress to GDA for all activities outlined in this proposal. Note: this is an unpaid position.

GDA will contract a service provider to deliver the Youth Worker and Supervisor positions. The Youth Worker will report to the Supervisor. The Supervisor will provide status updates to the GDA Project Manager on a monthly basis and as required.

GDA will work with other community organisations and the youth worker to organise volunteers to support events and check any people that will have direct contact with young people for current Working With Children Checks.

Event insurance will be organised by GDA and liability insurance will be organised by other organisations that GDA works with for volunteer activities. Additionally, any youth providers, health services and activity organisers that participate in community youth days will be required to show at least \$20 million in liability insurance for their activities.

Project Contact

Gavin Douglas
GDA Project Manager
Gunning District Association Secretary
C/- 34 Collector Road, Gunning NSW 2581
Ph.: 0423 245 470

Attachments

1. Project Plan
2. Project Budget
3. Budget Assumptions
4. Gunning Community Care Bus Hire
5. AON Insurance Quote
6. GDA Youth Representatives Presentation
7. Dalton Youth Day Report

ATTACHMENTS

1. Project Plan

SCCF Youth-related or Community Program Project Plan Template

Applicant Name:	Gunning District Association
SCCF Project Title:	Upper Lachlan Youth Social Inclusion Pilot
SCCF Project Application ID:	TBC
Expected Start Date:	30/01/2020
Expected Completion Date:	30/12/2021

Project plans MUST have a suitable level of detail commensurate with the funding amount sought. Projects must be completed within 3 years.

Key Activity	Task description	Start Date (MM/YY)	End Date (MM/YY)	Performance Measure
Project Initiation				
	Consult with the Community	Jul-17	Sep-19	Data successfully obtained
	Develop and Socialise Proposal	Aug-19	Sep-19	Letters of support received
	Lodge Grant Application	Sep-19	Sep-19	Success of application
Program Planning and Design				
	Program Plan Developed With Villages	Jan-20	Mar-20	Consensus for approach
	Detailed Risk Assessment (ongoing)	Jan-20	Jan-22	Risks captured and reviewed
Program Implementation & Activities				
	Youth Worker Engaged (one off)	Jan-20	Feb-20	Worker engaged
	Youth "Drop-in" Services Commence (ongoing)	Feb-20	Dec-21	Attendance
	Social Inclusion Groups Commence (ongoing)	Feb-20	Dec-21	Attendance
	Community Youth Day Support (different project)	Apr-20	Apr-20	Youth service uptake
	Social Bus Trip	Jul-20	Jul-20	Attendance
	Community Youth Day Support (different project)	Jul-20	Jul-20	Youth service uptake
	Community Youth Day Support (different project)	Oct-20	Oct-20	Youth service uptake
	Bus Trip to Work Expo	Dec-20	Dec-20	Attendance
	Halfway Milestone Review	Dec-20	Dec-20	Attendance
	Bus Trip to Health Expo	Jan-21	Jan-20	Attendance
	Social Bus Trip	Apr-21	Apr-21	Attendance
	Social Bus Trip	Jul-21	Jul-21	Attendance
	Bus Trip to Work Expo	Oct-21	Oct-21	Attendance
	Social Bus Trip	Dec-21	Dec-21	Attendance
Program Close and Outcomes				
	Measurement of success and community benefits	Dec-21	Jan-22	Youth Service and Attendance

2. Project Budget

SCCF Youth or Community Program Project Budget Template

Applicant Name	Gunning District Association
SCCF Project Name	Upper Lachlan Youth Social Inclusion Pilot
SCCF Application ID	TBC
Total SCCF Funding Requested	\$54,007.90
Total Project Budget Amount	\$58,847.90
Admin costs + Contingency %	14%

Expense Category	Item / Activity / Task	Qty	Unit	Rate	Total Cost (Inc. GST)	Comments (E.g. Service Provider name if applicable)
Administration	Salary for Admin Tasks (Youth Worker)	52	1	\$33.45	\$1,739.40	See assumptions over page
Administration	Salary for Admin Tasks (Supervisor)	24	3	\$42.56	\$3,064.32	See assumptions over page
Administration	Other Program Contingencies	1	1	\$2,800.00	\$2,800.00	5% contingency (see over page)
In-kind support Staff*	Volunteer community consultation support	4	10	\$41.00	\$1,640.00	Upper Lachlan Community Groups
In-kind support Staff*	Volunteer risk/reviews/aquittal support	40	1	\$41.00	\$1,640.00	GDA Project Manager
Program activities and events	Drop In Fortnightly Room Hire	52	2	\$15.00	\$1,560.00	Letters of support to be provided
Program activities and events	Crookwell/Gunning/Taralga Fortnight Hire	52	3	\$15.00	\$2,340.00	Letters of support to be provided
Program activities	Other Communities Room Hire (Monthly)	22	7	\$15.00	\$2,310.00	Letters of support to be provided
Program activities	Salary for activities (Youth Worker)	968	1	\$33.45	\$32,379.60	See assumptions over page
Administration	Transport for Youth Worker	22	403	\$0.78	\$6,915.48	See assumptions over page
Program events	Social Bus Trips (Hire + \$50 for Fuel)	7	1	\$150.00	\$1,050.00	Gunning Community Care Bus
Program activities and events	Program Insurance	2	1	\$704.55	\$1,409.10	AON Insurance
Total Project Cost					\$58,847.90	

3. Budget Assumptions

PROJECT BUDGET ASSUMPTIONS

To be read in conjunction with budget on previous page

***In-kind support** is any non-cash contributions that a party gives to the project. In-kind can be contributed by an external party, and can include: - staff (e.g. time committed to the project which is not funded by the project) - non-staff/infrastructure (e.g. if you are using space to conduct the project but are not receiving direct payment from the project) *Note: Volunteer Hourly Casual rate is assumed at \$41.00 per hour. This is based on suggestions from similar grants (e.g. Foundation for Rural & Regional Renewal).*

Youth Worker Cost: *Hourly Casual rate is based on \$37.21 per hour.* The Youth Worker will be at a minimum Classification 2 under the Social, Community, Home Care and Disability Services Industry Award 2010 as they will be required to achieve outcomes which are clearly defined; respond to enquiries; perform elementary tasks within a community service program; provide secretarial support requiring the exercise of sound judgment, initiative, confidentiality and sensitivity; and, assist with administrative functions. Vehicle use is estimated at \$0.78 per KM as per the Award.

Note: the Youth worker will be employed for approximately 10 hours per week (8 hours for drop-in sessions, inclusion groups, events and consultation 0.5 hour for admin (reviews and risk assessments, etc...) + 1.5 hour travel per week from hubs of Crookwell and Gunning. Travel is based on 134 km for Gunning->Collector->Gunning->Dalton->Gunning->Grabben Gullen->Gunning and 269km for Crookwell->Laggan->Crookwell->Taralga-> Crookwell->Bigga->Crookwell->Binda->Crookwell for once per month for each trip to cover Inclusion Groups.

It is expected that this might be 2 x 4 hour shifts to accommodate youth groups and drop in services at Gunning and Crookwell Hubs.

Supervisor Cost: *Hourly Casual rate is based on \$42.56 per hour.* The Supervisor will be at a minimum Classification 5 under the Social, Community, Home Care and Disability Services Industry Award 2010 as they will be required to liaise with other professionals at a technical/professional level; discuss techniques, procedures and/or results with clients on straight forward matters; lead a team within a specialised project; provide a reference, research and/or technical information service; carry out a variety of activities in the organisation requiring initiative and judgment in the selection and application of established principles, techniques and methods; and, perform a range of planning functions which may require exercising knowledge of statutory and legal requirements.

Note: the Supervisor will be employed for approx.. 3 hours per month to assist with planning and supervision.

"Drop-in Service" and Inclusion groups: these will not run in January of each year due to people being away. **Youth Days:** Youth days will be funded through other grants (current application with Foundation for Rural and Regional Renewal). The Youth Worker from this

Pilot will be asked to support this event, however, event costs are not covered under this project. **Bus Trips:** there are 7 bus trips planned for expos and social activities. The bus will be free for young people, however, young they will need to provide own lunch.

Contingency: this is to provide extra hours for the Youth Worker as required and to cover additional costs for social inclusion groups (e.g. food, activities, etc...), any unforeseen costs (e.g. insurance excess) and rises in costs for any service or product.

4. Gunning Community Care Bus Hire



Mini Bus Booking Sheet : CA62KN

The Gunning District Community and Health Service Inc.'s (GDCHS) mini-bus (12 seats including the driver) is available for hire by local not for profit community-based organisations operating in the 2581 post-code area.

Fees increased 1st July 2019:

Cost: Hire Fee \$100
 Bond \$100 cash (returnable once the bus is inspected)
 Refuelling Vehicle should be totally refuelled with DIESEL in Gunning on return.

In order to use the bus organisations must provide:

- Copy of nominated Driver's License (both sides) and
- Copy of the organisations Public Indemnity Insurance Policy.

Hire of the mini bus will be at the discretion of GDCHS.

To book the mini bus, please fill out and return to info@gdchs.com.au

Contact Name: _____

Organisation: _____

Phone Number: _____

Email Address: _____

	Booking 1	Booking 2	Booking 3	Booking 4
Day:				
Date:				
Hours Required:				
Driver:				

Anyone undertaking hire of the bus must be returned in a clean and tidy state and totally refuelled with diesel. Use of bus is subject to acceptance of all Terms and Conditions as printed overleaf.

Cancellation: 48 hours' notice of Cancellation of booking must be provided so that the bus can be reallocated if needed. Failure to provide 48 hours' notice will result in the full fee being charged.

For GDCHS Office Use Only:

Bus Hire Approved: _____

Date: _____ Gunning District Community and Health Service Inc.

Fees Paid: _____

Bond Paid: _____

G:\Fleet\Mini Bus\GDCHS Mini Bus Booking Form July 2019.docx

26/07/2019 4:37 PM

Gunning Court House, Yass Street, Gunning NSW
 Phone: (02) 4845 1166 Fax: (02) 4845 1542

PO Box 50, GUNNING NSW 2581
 Email: info@gdchs.com.au

www.gunningcommunitycare.com
 ABN: 76 244 514 634

5. AON Insurance Quote

Event Protect
AON

Need help? 1800 806 584

Event Protect

Need help? 1800 806 584

Professional Liability Insurance Quote

Prepared for GDA

\$704.55

PER YEAR

What state are you based in?

New South Wales

Are you a small business as defined in section 259A of the Duties Act 1997 (NSW) (the Act) for the purposes of the small business exemption in section 259B of the Act at the time the insurance is/will be effected or renewed?

No

Public Liability Insurance Limit

\$20,000,000

Goods in Care, Custody & Control Limit

\$250,000

Excess

\$1,000 each and every occurrence

Geographical Limits

Australia Wide

Period of Insurance

4pm on 11/09/2019 - 11/09/2020

Number of Attendees

Up to 2,000 any one event and no more than 5,000 for the policy term

Cover Summary

Business Description

Annual Event Organisers, Co-ordinators, Production Managers & Stage Managers of events less than 2,000 in attendance.

Insured events include

Afternoon Teas and Dinners, Art Exhibitions, Awards Functions, Brunches, Charity Balls, Cocktail Functions, Community Fairs, Community Markets, Corporate/Charity Breakfasts, Cultural Food and/or Wine Festivals, Film Festivals, Gala Dinners, Luncheon, Meetings, Musicals, Presentations, Seminars, Theatre Plays, Trivia Nights.

Provisions

All Service Providers are to carry their own Liability Insurance. A Service Provider is deemed as "anyone hired by the Insured to provide goods or perform a service". Employees and Volunteers are not deemed Service Providers. Service Providers include but are not limited to Fireworks Operators, Amusement Device Operators, Security, Entertainers, Stall Holders, Sound & Lighting personnel, Roadies and Stage Hands etc.

Policy Exclusions

This policy excludes any claims that arise from participation in any sporting/novelty events.

Minimum and Deposit Premium

Policy is minimum and deposit premium, which means no refund will be given upon cancellation once the policy is in place.

6. GDA Youth Presentation to Council 2017



Youth representation

- ☐ Conveying the views of Gunning and District young populations to the wider community
- ☐ Organising community and youth specific activities
- ☐ Providing access to youth services and resources when possible
- ☐ Grant from Mulwaree Veolia Trust

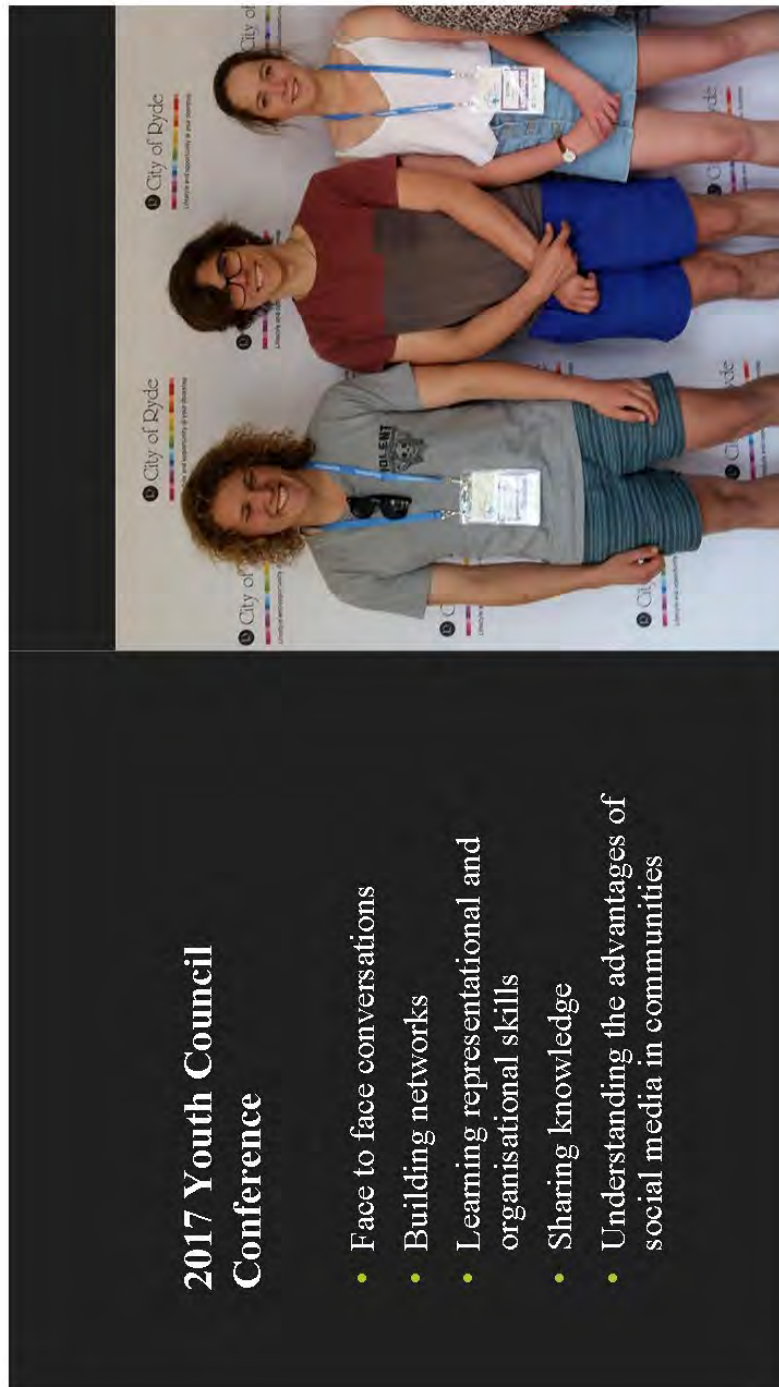
What came out of the pizza night?

What we **KNOW** young people want

- ☐ Public transport (Goulburn, Yass etc.)
- ☐ Greater employment opportunity
- ☐ Better internet access
- ☐ Greater number and variety of activities
- ☐ Make the town more attractive

How we **achieve it?**

- ☐ Social media
- ☐ Through our members
- ☐ Direct approaches to local entities
- ☐ Funding for spaces
- ☐ Social activities
- ☐ Grant funding
- ☐ Part
- ☐ Part-time Youth worker





7. Dalton Youth Day Report



Dalton Youth Day Report

Results From Survey - 19 July 2019

Aim of Document

Gunning District Association (GDA) has compiled this information to present data obtained through surveys taken at the Dalton Youth Day Event held 19 July 2019. The data should be used to inform planning for young people in Dalton, Gunning, the Upper Lachlan Shire and Southern Tablelands.

Overview of Event

GDA teamed up with Mission Australia to deliver the Dalton Youth Day on Friday, 19 July 2019 based on ideas collected from young people. A head count on the day indicated over 150 people turned out for the day, with at least 85 being young people 18 to 25 years of age.



Though billed as a fun day to encourage young people to come, the aim of the event was to connect young people with support services available in the district. A number of youth services provided young people with information and activities; these groups included:

- NSW Police,
- Anglicare,
- Country Universities Australia,
- Headspace,
- Youth Pathways,
- Rural Adversity Mental Health Program, and
- Southern Youth and Family Service.

Mission Australia provided a free BBQ lunch to attendees and GDA ran the registration desk.

Additionally, Lions Gunning provided free advertising for the event and there were a number of local volunteers that supported the event by collecting survey data at the registration desk. Note: each volunteer that collected data provided a current Working With Children Check.

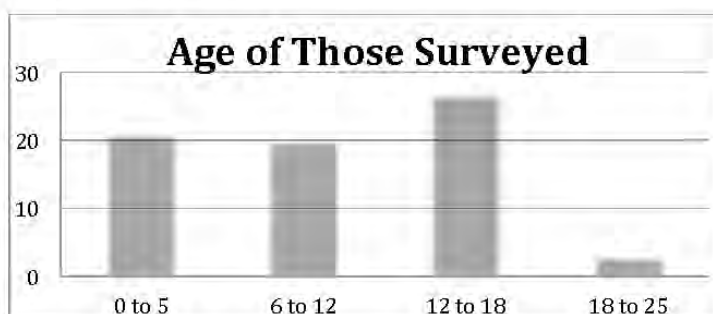
Survey

A survey was provided to the young people on the day (see Attachments for survey questions and pooled data) to provide insights regarding statistical information on those who attended; young peoples' thoughts about the Dalton Youth Day was run; and, 12 to 25 year old young peoples' thoughts about amenities and activities in their towns.

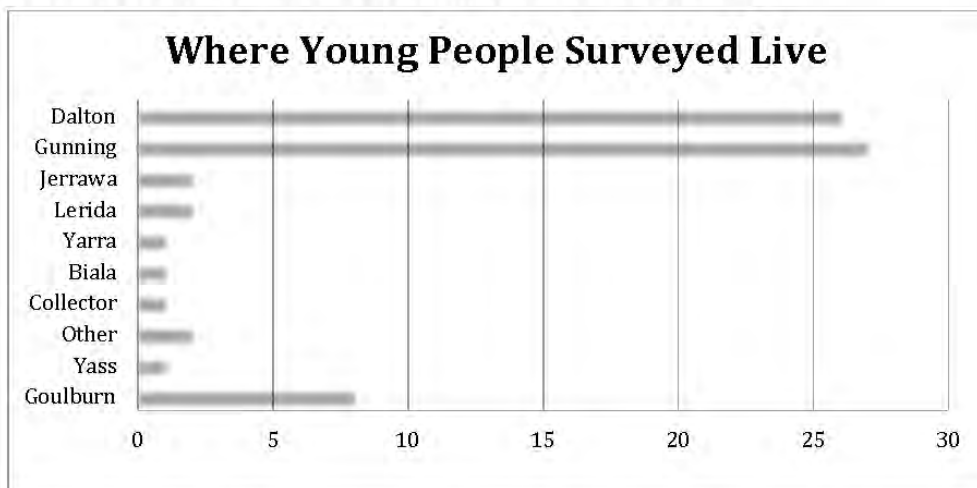
Statistical Information

Overall, 71 surveys were collected; young people 0 to 18 were well represented (see right).

The collection of information by age has allowed for the data to be age specific (see details in the sections below).



The majority of young people surveyed live in Dalton, Gunning or surrounding areas within the Upper Lachlan Shire Council; there were also responses from young people from the neighbouring council areas of Yass Valley and Goulburn Mulwaree (see graph over page).



Young people were asked what they would like to see more of on days like Dalton youth day. The word cloud below demonstrates that popular themes for young people were that they liked having the face painting and the jumping castles, but would like to see more sports activities and games, the Rural Fire Service, more mental health stalls, a variety of food and perhaps a patting zoo.



Above: Activities for Future Youth Events

Most young people found out about the event through word of mouth with 33 hearing about it from their parents and 13 from a friend or other family member. Print media also seemed to

Desired Amenities and Activities (Ages 12 to 25)

Young people aged 12 to 25 were asked additional questions about living where they live, amenities and activities they would like to see in their towns; this section discussed this data.

Living in the Southern Tablelands Region

Some important themes emerged about what young people wanted to tell us about living in the Southern Tablelands. These themes indicate young people feel they face problems including:

- Lack of support for youth
- High cost of fuel
- Lack of sporting opportunities
- Lack of youth activities
- Social isolation
- Inability to see school friends

When asked if there was a Youth Worker in their area to help run activities they had picked, 97% of those surveyed indicated they would or might participate.

Activities

The word cloud below is a representation of response of the 30 young people (12 to 25) regarding activities they would like to see more of. The data suggests themes of activities the young people surveyed would enjoy include: movies, more sports, youth meet-ups, games and discos.



Above: Activities Young People Might Enjoy

Amenities

It was difficult to draw conclusions about desired amenities for some towns or localities due to low numbers surveyed (for Jerrawa, Lerida, Yarra and Collector) or lack of common themes emerging (Gunning and Goulburn). However, responses from 16 young people from Dalton aged 12 to 25 indicate just under half have an interest in a skatepark or other general youth space.

Recommendation

It is recommended that the Gunning District Association, as required, share this data with appropriate groups.

Attachments

2019 Dalton Youth Day Survey

Gunning District Association will use all information anonymously to advocate for better services and infrastructure in the Upper Lachlan Shire and surrounds. Please fill in this form so we can organise better events and meet the needs of young people in our area. If you are under 12, please have an adult help you complete the form.

* Required

1. Where do you live? *

Mark only one oval.

- ☐ Dalton
- ☐ Gunning
- ☐ Collector
- ☐ Crookwell
- ☐ Yass
- ☐ Goulburn
- ☐ Canberra
- ☐ Other (Please indicate: _____)

2. How old are you? *

3. How did you hear about the event today?

Mark only one oval.

- ☐ Facebook
- ☐ Newspaper/Newsletter
- ☐ School Bulletin
- ☐ From a friend
- ☐ From a parent
- ☐ Other (Please indicate: _____)

4. What sort of activities or information would you like to see at future events like this?

5. Please provide an email address for yourself or your guardian Note: this will NOT be shared with other organisations and will only be used to email you about future events like this 2 or 3 times per year.

Section 2

This section is only for those aged 12 to 25 years of age

6. What amenities would you like to see added to your village/town? Where would they go?

7. If there was a Youth Worker in your area to organise activities that you helped pick, would you get involved?

Mark only one oval.

- ☐ Yes
☐ Maybe
☐ No

8. What activities would you like to see organised for young people on a regular basis in your town/village?

9. Would you travel to Collector to use a multi-sport "Rage Cage" that has sport modules such as basketball, soccer, skateboarding and BMX in the same area?

Mark only one oval.

- ☐ Yes
☐ Maybe
☐ No

10. Is there anything else you want to tell us about being a young person in the area you live?

Raw Data

Survey Responses for 0 to 12 year olds - Dalton Youth Day 19 July 19						
#	1	2	3	4		
Q	Town	Age	How they Heard	Like/ Improve	Like/ Improve	Like/ Improve
1	Gunning	9	Parent	Inflatables	Sports/Games	Animals
2	Dalton	5	Parent	Sports/Games		
3	Merriwa	10	Family	Sports/Games	tattoo	
4	Gunning	9	Newspaper	Animals	Facepainting	
5	Biala	9	Newspaper	Tattoo	Animals	
6	Merriwa	6	Family	Sausage Sizzle	Inflatables	
7	Dalton	7	Newspaper			
8	Dalton	4	Newspaper			
9	Dalton	6	Newspaper	Facepainting	Sports/Games	Inflatables
10	Dalton	9	Newspaper	Sports/Games		
11	Goulburn	3	Friend			
12	Goulburn	1	Friend			
13	Dalton	6	Parent	Sports/Games		
14	Dalton	8	Parent			
15	Goulburn	6	Facebook	Sports/Games		
16	Goulburn	9	Parent			
17	Dalton	10	Parent			
18	Dalton	7	Parent	Sports/Games	Facepainting	
19	Lerida	5	Parent	Inflatables	Facepainting	
20	Goulburn	8	Parent	Facepainting	Sports/Games	Inflatables
21	Lerida	8	Parent	Facepainting	Inflatables	Police/RFS
22	Gunning	7	Parent			
23	Collector	5	Parent	Facepainting	Inflatables	
24	Gunning	5	Parent			
25	Gunning	5	Parent			
26	Dalton	9	Friend			
27	Gunning	5	Friend	Inflatables		
28	Gunning	3	Parent			
29	Gunning	1	Facebook	Police/RFS	Baby	
30	Gunning	9	Parent			
31	Gunning	7	Friend			
32	Gunning	3	Friend			
33	Gunning	5	School	Facepainting	Sports/Games	Inflatables
34	Gunning	5	School	Police/RFS		
35	Gunning	5	School			
36	Gunning	5	School			
37	Gunning	5	School			
38	Gunning	5	School			
39	Gunning	2	Parent	Police/RFS		
40	Gunning	3	Parent	Police/RFS		
41	Gunning	5	Parent			

Survey Responses for 12 to 25 year olds - Dalton Youth Day 19 July 19												
#	1	2	3	4		6		7	8		9	10
Q	Town	Age	How they Heard	Like/ Improve	Like/ Improve	Desired Amenity	Desired Amenity	Youth Worker	Desired Events	Desired Events	Would visit	Local Problems
1	Dalton	15	Bulletin	Tattoo	Stalls	Art Spaces		Maybe	Movies	Book Club	Maybe	Support for youth
2	Dalton	17	Parent	Sports/Games	Motocross			Yes	Youth Group	Sports	Maybe	
3	Dalton	15	School					Yes	Movies	Disco	Maybe	
4	Dalton	18	Facebook	Animals		Youth Space		Yes	Movies	Disco	Yes	Cost of fuel
5	Dalton	14	Facebook			Outdoor sports		Yes	Meetups	Movies	Maybe	Support for youth
6	Dalton	12	Newspaper	Food		Skatepark		Maybe	Camping	Games	Maybe	
7	Dalton	12	Parent			Skatepark		Maybe	Games		Maybe	
8	Dalton	14	Friend	Food		Park		Maybe			Maybe	
9	Yass	13	Friend					Maybe			Maybe	
10	Gunning	14	Facebook					Maybe			Maybe	
11	Dalton	13	Parent	Food		Skatepark		Maybe			Maybe	
12	Dalton	17	Facebook	Music				Maybe	Fishing	Video Games	Maybe	
13	Goulburn	12	Family	Facepainting				Maybe			Maybe	
14	Yarra	14	Friend					No	Concerts		Yes	
15	Dalton	15	Parent	Sports/Games				Yes	Sports		Yes	
16	Gunning	13	Parent	Sports/Games	Career	Basketball	Bike Path	Maybe	Games	Camping	Maybe	
17	Gunning	14	Parent	Sports/Games				Maybe	Video Games	Games	Yes	
18	Dalton	12	Bulletin	Stalls				Maybe	Meetups		Yes	
19	Dalton	18	Facebook	Coffee		Park Lights		Yes	Disco	Sports	Yes	
20	Dalton	12	Parent					Yes	Movies	Sports	Yes	Not enough sport
21	Goulburn	13	Parent					Yes			Yes	
22	Goulburn	13	Parent					Yes			Yes	
23	Gunning	15	Facebook			Toilets		Yes	Movies	Pizza	Yes	Lack of activities
24	Dalton	22	Parent			Mini Golf		Yes	Sports	Meetups	Yes	Lack of activities
25	Gunning	17	Facebook					Yes			Yes	
26	Gunning	16	Parent	Music		Park Lights		Yes	Concerts		Yes	
27	Jerrawa	13	Parent			Skatepark		Yes			Maybe	Social isolation
28	Jerrawa	14	Parent			Skatepark		Maybe			Maybe	Social isolation
29	Gunning	12	Friend	Stalls		Toilets		Yes	Volunteering		No	
30	Dalton	16	Parent	Stalls		Youth Space		Maybe	Art		Maybe	Can't see school friends



Thursday 28 August 2019

Gavin Douglas
Gunning District Association
gunningdistrictassociation@gmail.com

To Mr Douglas,

I write in support of the Gunning District Association's application to the NSW Government's Stronger Country Community Fund for a \$54,000 grant to implement the Upper Lachlan Youth Social Inclusion Pilot.

I am advised that the Upper Lachlan Shire is home to an estimated 650 young people across the 7,000km² area. These young people attend a variety of different schools between Crookwell, Goulburn, Yass, Canberra and beyond boarding schools. This geographical sparsity and lack of youth services is attributed to a lack of connection to other young people and services in their area.

The employment of a youth worker will be implemented via a service delivery partner to liaise with local community groups and facilitate the following activities across the Upper Lachlan Shire region;

- Youth Drop-In services providing advice and information for youth on education, employment, mental and physical health.
- Social Inclusion groups, which may take on a number of formats around a theme such as movie nights or sports groups, occurring monthly or fortnightly
- Community and Life Skill events

I wish the Gunning District Association every success in their endeavours. The proposed project has the support of the local community and I too, support their project.

If I can be of further assistance please don't hesitate to contact my office on (02) 4822 6444.

A handwritten signature in black ink, appearing to read 'Wendy Tuckerman', followed by three dots.

Wendy Tuckerman
MEMBER FOR GOULBURN
20190828PP

167-169 Auburn Street
PO Box 168 Goulburn NSW 2580
Tel (02) 4822 6444 | Fax (02) 4822 6400 | Email goulburn@parliament.nsw.gov.au

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New group

RE: Dalton Youth Day and future events

DS Daniel Strickland <StricklandD@missionaustralia.com.au>
 Tue 13/08/2019 3:12 PM
 You

G'day Gavin,
 Mission Australia supports your application for funding to deliver community rural villages of the Upper Lachlan Shire. Mission Australia was fortunate to have an event held in Dalton in July 2019. While we were in a position to assist with funding, we are not in a position to fund future events to this extent. We hope that this does not continue. We know that smaller communities miss out of activities, services and rural hubs have access too.
 We support and endorse your applications for funding submissions and would like the delivery and volunteering of time for any such events.
 We know that through our Mission Australia programs in the Child Protection services that there is a true need for community family fun days to be held and funding is secured.
 I am more than happy to speak with and be contacted should any funders wish to from our organisation.

Kind regards,

Daniel Strickland
 Area Manager
 South Eastern NSW & ACT

e stricklandd@missionaustralia.com.au
 a 8/148 Sloane Street, Goulburn, NSW, 2580
 t 02 4824 4000
 m 0438 285 703
 W missionaustralia.com.au

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21st August, 2019

To Whom It May Concern,

On behalf of the Bigga Progress Association and community of Bigga, I wish to express our support for the application for funding for a Youth Service Pilot in the Upper Lachlan Shire.

In line with what Gunning District Association has proposed, Bigga Progress Association agrees to support the Youth Service Pilot by helping a potential Youth Worker undertake community consultation. We will also make the Bigga Hall available once a month for 2 hours at a cost of \$15 to ensure this service is viable.

Young people in Bigga do not have many opportunities to work with Youth Services outside of school; having such a service would be a great support to them. The opportunity for young people to learn more about their health and wellbeing cannot be overstated and we hope the Youth Service Pilot can be funded so this can occur.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Anne Picker', is placed above the printed name.

Anne Picker
Secretary

To whom it may concern

This letter is in regards to the Upper Lachlan Youth Support Program that Gunning District Association is trying to get funding for to run across the shire. The Binda Progress Association is in support of this idea and would happily provide support towards the potential youth worker. We have a hall at Binda that would be perfect for the sessions as well as several outdoor areas that activities could be run.

As a small town, there isn't a lot of activities currently available for young people so a youth worker would definitely help to provide a fun and safe place for the youth of our community to get together and get active. We also feel that having access to appropriate mental health services would be of great benefit for the young people in our town.

The members of the Binda Progress Association are happy to help the potential youth worker settle in and to learn about this area as well as make contact with the young people in our area.

We hope that funding for this program is approved as it is a great opportunity for all the young people not just in Binda but across the shire.

Kind Regards

Lana Boner

President of Binda Progress Association

Collector Community Association Inc.

"The collective voice for Collector."

Gary Poile
Secretary
Collector Community Association Incorporated
1 Brennan Street
COLLECTOR NSW 2581

30/08/2019

Gavin Douglas
Secretary
Gunning District Association Inc.
C/- PO
GUNNING NSW 2581

Dear Gavin,

On behalf of the Collector Community Association Inc. I would like to congratulate the Gunning District Association on the initiative to seek funding to deliver a Youth Service in Collector and other villages in the Upper Lachlan Shire area. We believe that a local Youth Service will encourage young people to better engage with service providers and mental health experts, as well as giving opportunities for our young people to make important social connections.

The village of Collector, much like Gunning, has a small population and is some distance from major population centres. As such, young people in our community cannot readily access services available to them due to the lack of public transport. We believe this project, if successful will go some way to addressing this constraint and will improve the wellbeing of young people in our village.

The Collector Community Association Inc is also compelled to support your application for funding to deliver a Youth Service in Collector as the project meets the stated objectives of our association which are:

1. ***To further the interests and welfare of the community of the Village of Collector and District; and,***
2. ***To protect and progress the amenity and character of the Village of Collector.***

If Gunning District Association is successful in obtaining grant funding for this project, the Collector Community Association Inc will work with them to find an appropriate location for an event in Collector and will provide volunteer support to get the service up and running.

I would like to congratulate the Gunning District Association on the initiative to seek funding for this project. We wish you and your committee every success with the project and look forward to continuing to work together for the betterment of the communities in the Upper Lachlan Shire.

Yours sincerely

Gary Poile

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New group

Youth Worker Proposal

You replied on Mon 26/08/2019 12:43 PM

Cc Crookwell Neighbourhood Centre <cncchildcare@yahoo.com.au>
Mon 26/08/2019 11:00 AM
You

Hi Gavin,

Crookwell Neighbourhood Centre is happy to support your proposal in providing a small conference/meeting room at the price of \$15.00 per day. The room would only be available between the time of 9:00am and 4:00pm Monday to Friday.

If you require any further information please don't hesitate to contact myself on 48321953

Kind regards
Suzie Panne
Crookwell Neighbourhood Centre
cncchildcare@yahoo.com.au

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Letter of Support from the Business Holders of Gunning

We the undersigned are business owners and operators in Gunning. We support the application for funding for a Youth Support Service in Gunning and the Upper Lachlan Shire.

Collectively, we employ many young people and support their mental and physical wellbeing; our young people should receive the services they need.

We thank Gunning District Association for working on this project and look forward to a positive outcome.

Signed & Dated:

C Greene
Chevon Circene.

22nd August 2019
Gunning Motors

Aron Williams 22-8-19
Gunning Butcher Shop

Robert Williams
Gunning H.C. WATER,

REA BRETT

REA BRETT
22-8-19
MERINO CAFE

Lyn Morphett 22-08-2019
L. Morphett GELC

Tahn Eather
Gunning Service Centre

Chris Pearce
22-8-19

Chris Pearce
Bairnsdale Community Centre
Bairnsdale Community Centre

Katie Yeo
Gunning Community Care
28/8/2019

J HERMAN
4455 STREET GUNNING NSW 2581

Libby Eather 27.8.19
Gunning Early Learning Centre.

14 GENERAL MANAGER

The following items are submitted for consideration -

14.1	Election of Deputy Mayor (Section 231 of the Local Government Act 1993)	424
14.2	Council Agenda Format and Committees Structure	426
14.3	Council Meetings - Calendar Dates, Times and Frequency	449
14.4	Disclosures of Interest by Councillors and Designated Persons under Clause 4.21 of the Council Code of Conduct	452
14.5	Review of Council's Questions With Notice Policy	454
14.6	Staff Christmas Function and Christmas Closure 2019	459

General Manager - 19 September 2019

ITEM 14.1 **Election of Deputy Mayor (Section 231 of the Local Government Act 1993)**

FILE REFERENCE I19/571

AUTHOR **Acting General Manager**

ISSUE

The election for the position of Deputy Mayor is to be undertaken in accordance with Schedule 7, of the *Local Government (General) Regulation 2005*.

RECOMMENDATION That –

1. Council determine the method of election, being either by preferential ballot, by ordinary ballot or by open voting.
2. The Mayor declares the successful Councillor elected as Deputy Mayor.

BACKGROUND

The annual election for the position of Deputy Mayor is to be undertaken in accordance with Schedule 7, of the *Local Government (General) Regulation 2005*.

REPORT

A nomination form has been provided to all Councillors and should be delivered or provided to the General Manager up until the time of the election to be held on Thursday, 19 September 2019, at approximately 6.00pm.

If only one Councillor is nominated, then that Councillor is elected.

If more than one Councillor is nominated, the Council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.

Clause 3, of Schedule 7, of the *Local Government (General) Regulation 2005* also makes it clear that “ballot” has its normal meaning of secret ballot.

The following recommendation has been prepared on the basis that more than one Councillor is nominated for the position of Deputy Mayor.

POLICY IMPACT

Nil

OPTIONS

Nil

General Manager

ELECTION OF DEPUTY MAYOR (SECTION 231 OF THE LOCAL GOVERNMENT ACT 1993) cont'd

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That –

1. Council determine the method of election, being either by preferential ballot, by ordinary ballot or by open voting.
2. The Mayor declares the successful Councillor elected as Deputy Mayor.

ATTACHMENTS

Nil

General Manager - 19 September 2019

ITEM 14.2 **Council Agenda Format and Committees Structure**

FILE REFERENCE **I19/557**

AUTHOR **General Manager**

ISSUE

Providing details regarding a review of the existing Meeting Format, Committee Structures, the current Committee memberships and representations/delegations.

RECOMMENDATION That –

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 20.5 of the Upper Lachlan Shire Council Code of Meeting Practice.

BACKGROUND

Providing details regarding a review of the existing Meeting Format, Committee Structures, the current Committee memberships and representations/delegations.

REPORT

Clause 20.5 of the Upper Lachlan Shire Council Code of Meeting Practice provides details with respect to the appointment or election of Committees by the Council.

Council may also exercise its functions in accordance with Section 355(b) of the Local Government Act, 1993, by appointing a Committee of Council by the Council's powers of delegation in accordance with Section 377 of the Act.

Council is required to appoint delegates to various Committees and other community organisations and groups. Some of the Council appointments to the organisations are for the duration of the Council, whilst others are reviewed on an annual basis.

Council has previously appointed the below-mentioned Committees in accordance with Clause 20.5 of the Upper Lachlan Shire Council Code of Meeting Practice.

Attached below are revised Schedules A and B in respect of Councils Code of Meeting Practice. These schedules have been prepared to include the existing Meeting Format, Committee Structure, the current Committee membership and representation/delegations.

To bring the Committee Structure and the current Committee membership up to date, there may well be changes to Council delegates to the various Committees that will be required and perhaps even the closure of any defunct Council Committee. Council will need to consider and resolve the same.

Council holds Community Outreach Meetings (on an as needs basis) in April/May each year, at community based locations, for residents within and surrounding the villages of Crookwell, Gunning, Taralga, Collector, Bigga and the locality of Big Hill, with an aim to obtaining information on items recommended for inclusion in the Draft Operational Plan, as part of the public consultation process. Council meets with the local community from 6.30pm till 8.00pm and discusses projects and issues pertinent to the local community.

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:

1. Notice of Webcasting/Audio Recording of Meeting
2. Apologies and Leave of Absence
3. Citizenship Ceremony
4. Declarations of Interest
5. Confirmation of Ordinary Meeting Minutes
6. Mayoral Minutes
7. Presentations to Council/Public
8. Correspondence
9. Late Correspondence
10. Reports - Information Only
11. Reports from Environment & Planning
12. Reports from Infrastructure
13. Reports from Finance & Administration
14. Reports from the General Manager
15. Late Reports
16. Reports from Other Committees, Section 355 Committees and Delegates
17. Notices of Motion
18. Questions with Notice
19. 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.

SCHEDULE B

COMMITTEES, STAFF 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: - Clr Culhane, Clr Wheelwright and Clr Cummins.

Staff Representation (non-voting): - General Manager, Director of Finance & Administration, Manager of Finance & Administration and the Asset & Risks Coordinator (as required).

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 "Part 3 Administrative Framework, 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.

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.

Minute Secretary: Executive Assistant.

Meets: First Monday bi-monthly at 11.00am.

Staff Representation: David Scott (Chair), Susie Pearman, Chris Wray, Michael Wilson, Rodney Stephenson (LGEA), Brian Smithers (DEPA), General Manager, Director of Environment & Planning, Director of Infrastructure, 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, Cllr O'Brien and Cllr Searl.

Meets: Annually (each February).

Local 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 Infrastructure, Manager of Infrastructure Delivery, 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;
- 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.

Meets: First Monday bi-monthly at 9.30am.

Minutes Secretary: Executive Assistant.

Staff Representation: M Wilson - Chairperson (Works Staff), S Poidevin (Works Staff), S Hassett (Engineering Assistant), S Roberts (Works Staff), S Bill (Noxious Weeds), P Cramp (Workshop), Ellie McGeechan (Store), K Kara (Human Resources Coordinator), B Churchill (WH&S Coordinator), General Manager (Management), Director of Infrastructure and **Manager of Infrastructure Delivery (Management)**.

SECTION 355 COMMITTEES

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: Clr Searl, Clr Opie, Clr Kensit and Clr Wheelwright (as alternate representative).

Minute Secretary: Engineering Executive Assistant.

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

Meets: Quarterly

Biala 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 ??? (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 (Biala Wind Farm representative).

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

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 Infrastructure (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.

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 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 Infrastructure, Director of Environment & Planning and Director of Finance & Administration.

Community Representation: Mr Jerome Rowley 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 Infrastructure (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).

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 Clr 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: Clr Opie.

Staff Representation: - Director of Finance & Administration.

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

Crookwell & District Arts Gallery

Functions of the Committee: The care, control, management and organisation of the Crookwell Arts Gallery 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: - None.

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 Kensit and Clr Culhane (as alternate representative).

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: Katrina Nixon and One vacancy (EOI's 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.

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: Clr Opie, Clr Kensit and Clr 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: Clr O'Brien.

General Manager

COUNCIL AGENDA FORMAT AND COMMITTEES STRUCTURE cont'd

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 Clr Searl (as alternate representative).

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

Community Representation: Mrs J Boyce and Mr M Coley.

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

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: Clr Opie (Chair), Clr Stafford and Clr Searl.

Staff Representation: Economic Development Officer and Director of Environment & Planning.

Community Representation: Mr Andrew Linder and Ms Catherine Duff.

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

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: Mr Scott Martin.

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 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 Infrastructure (where required).

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

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: Cllr Searl.

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

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

Pool Review Committee

Functions of the Committee: To provide advice with respect to the investigation of a hydrotherapy pool, a heated pool and the performance and adequacy of the existing pools within the Upper Lachlan Shire Council local government area.

General Manager

COUNCIL AGENDA FORMAT AND COMMITTEES STRUCTURE cont'd

Council Delegate: Clr Culhane and Clr Kensit.

Staff Representation: Director of Infrastructure and Manager of Operations (as required).

Community Representation: Mr John Oke and Mrs Julie Simpson.

Meets: As required.

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 Infrastructure 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.

Sport & Recreation Committee

Function: To advise Council on matters involving the use, maintenance and improvement of Sporting Fields and Recreational Facilities 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 Infrastructure Delivery, Parks & Gardens Supervisor and Director of Infrastructure (where required).

General Manager

COUNCIL AGENDA FORMAT AND COMMITTEES STRUCTURE cont'd

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 Infrastructure (where required).

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

Streetscape Committee

Functions of the Committee: To provide higher level guidance and advice (not on operational matters) in relation to the Streetscape Project to Council and to act as a conduit between the Community and Council's Project Control Group that is responsible for delivering the Streetscape Project 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 Cummins, Clr Searl and Clr Stafford.

Staff Representation: Director of Infrastructure, Project Manager and General Manager (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.

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

General Manager

COUNCIL AGENDA FORMAT AND COMMITTEES STRUCTURE cont'd

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: Clr 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: Clr Wheelwright.

Staff Representation: Manager of Infrastructure Delivery (where required).

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

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 **Sportsperson of the Year 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 Operational Plan for the current year.

Council Delegates: Clr Kensit, Clr Stafford, Clr O'Brien and Clr Searl.

General Manager

COUNCIL AGENDA FORMAT AND COMMITTEES STRUCTURE cont'd

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: Cllr Searl, Cllr Opie and Cllr 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).

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)

Canberra Region Joint Organisation (CRJO)

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, Wingecarribee Shire Council, Yass Valley Council with associate members being the ACT Government, East Gippsland Shire Council, Snowy Valleys Council and Wagga Wagga City Council.

Council Delegate: Mayor

Staff Representation: General Manager

Meets: Quarterly

Central NSW Joint Organisation

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, Lachlan Shire Council, Lithgow City Council, Oberon Council, Orange City Council, Parkes Shire Council, Weddin Shire Council and Central Tableland Water County Council with associate membership for Hilltops Council and Upper Lachlan Shire Council.

Council Delegate: Mayor

Staff Representation: General Manager

Meets: Quarterly

Collector Community Association

Council Delegate: Cllr Searl.

Meets: Monthly

Collector Wind Farm Community Consultative Committee

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

Meets: As required.

Country University Centre Committee

Council Delegate: Clr Kensit

Meets: Monthly

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 Infrastructure, 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

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.

Recreational Fishing Working Party

Objective: To develop a Recreational Fishing Strategy for the Wollondilly River (within the Goulburn City limits) and Pejar Dam.

Council Delegate: Clr O'Brien.

Meets: As required.

Regional Hockey Centre Committee

Council Delegate: Clr Culhane.

Meets: As required.

Rye Park Wind Farm Community Consultative Committee

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

Meets: As required.

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: Clr Wheelwright and Clr Opie (as alternate representative).

Staff Representation: Director of Infrastructure

Meets: Quarterly

South East Sports Academy (SESA)

Council Delegate: Mayor

Meets: Quarterly

Southern Tablelands Bush Fire Management Committee

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

Meets: Quarterly

Staff Representation: Manager of Assets and Design.

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

Southern Tablelands Regional Arts Board

Council Delegates: Clr Kensit and Tourism Manager.

Meets: Quarterly

Southern Tablelands (Rural Fire Services) Zone Liaison Committee

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

Staff Representation: Manager of Assets and Design.

Meets: Quarterly

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 Culhane and Clr Cummins.

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: Cllr Wheelwright and Cllr Searl (as alternate representative)

Council Membership:

- Director of Infrastructure – (LEMC Chairman)
- **Manager of Infrastructure Delivery – (LEMO)**
- Design Engineer (Transport) (as required).
- **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

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That –

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 20.5 of the Upper Lachlan Shire Council Code of Meeting Practice.

ATTACHMENTS

Nil

General Manager - 19 September 2019

ITEM 14.3 **Council Meetings - Calendar Dates, Times and Frequency**

FILE REFERENCE **I19/570**

AUTHOR **Acting General Manager**

ISSUE

Providing details regarding Council Meeting dates, times and frequency.

RECOMMENDATION That –

1. Ordinary Council Meetings are to be held on the third Thursday of the month at Crookwell (no meeting held in January 2020) with the exception of the Ordinary Council Meeting on Thursday, 21 November 2019, to be held at Gunning. The Council Meetings are scheduled as follows:-
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 17 October 2019 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Gunning on Thursday, 21 November 2019 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 19 December 2019 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 20 February 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 19 March 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 16 April 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 21 May 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 18 June 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 16 July 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 20 August 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 17 September 2020 commencing at 6.00pm.

BACKGROUND

Providing particulars with respect to Ordinary Council Meeting times and information regarding the frequency of Council Meetings, in accordance with Section 365, of the *Local Government Act 1993*.

REPORT

In accordance with Section 365, of the *Local Government Act 1993*, the Council is required to meet at least 10 times each year, each time in a different month.

Section 366 provides details with respect to the calling of an extraordinary meeting on request by Councillors and Section 367 provides details with respect to the requirements to provide notice of meetings.

Part 10 Meetings, of the *Local Government (General) Regulation 2005* provides details with respect to the convening and conduct of Council Meetings.

Any variation to the time and date for the Ordinary Meeting or the Committee Meetings will require the General Manager to send to each Councillor, at least 3 days before the Meeting, a Notice specifying the Time and Place at which, and the Date on which, the Meeting is to be held and the business proposed to be transacted (Section 367 (1)).

For Extraordinary Meetings if the Mayor or General Manager receives a request in writing signed by at least 2 Councillors, a Meeting must be called as soon as practical but within 14 days after receiving the request (Section 366).

In the event of urgent business the Mayor or General Manager may call an Extraordinary Meeting, with the agreement of a majority of Councillors, subject to a minimum of 6 hours' notice being provided. Otherwise, a minimum of 3 days' notice is required (Section 367 (2)).

Further to the above, Council also has an adopted Code of Meeting Practice, which complements the Act and the Regulation.

Council's existing arrangements concerning meeting times and dates are included in the adopted Code of Meeting Practice and are as follows:-

- Ordinary Meetings are held on the third Thursday of every month commencing at 6.00pm at Crookwell (ten meetings) and at Gunning (one meeting - to be held on Thursday, 21 November 2019), this date will be the final meeting at Gunning as the Code of Meeting Practice now has mandatory provisions for webcasting of each Council Meeting and these are enacted at 14 December 2019.
- In accordance with industry practice, as both Councillors and the majority of staff members generally take annual leave during the month of January, Council have not scheduled a Council Meeting for January 2020.
- Tenders are dealt with in the Closed Session of the Ordinary Council Meeting by the full Council.

All other procedural matters relating to Council Meetings are contained in the Code of Meeting Practice or the Local Government Act and Regulation.

POLICY IMPACT

As outlined in the report.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That –

1. Ordinary Council Meetings are to be held on the third Thursday of the month at Crookwell (no meeting held in January 2020) with the exception of the Ordinary Council Meeting on Thursday, 21 November 2019, to be held at Gunning. The Council Meetings are scheduled as follows:-
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 17 October 2019 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Gunning on Thursday, 21 November 2019 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 19 December 2019 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 20 February 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 19 March 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 16 April 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 21 May 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 18 June 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 16 July 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 20 August 2020 commencing at 6.00pm.
 - Ordinary Council Meeting to be held at Crookwell on Thursday, 17 September 2020 commencing at 6.00pm.

ATTACHMENTS

Nil

General Manager - 19 September 2019

ITEM 14.4 **Disclosures of Interest by Councillors and Designated Persons under Clause 4.21 of the Council Code of Conduct**

FILE REFERENCE I19/569

AUTHOR **Acting General Manager**

ISSUE

Providing for the tabling of the Disclosures of Pecuniary Interest Returns by Councillors and Designated Person Returns in accordance with Clauses 4.25 to 4.27, of the Council Code of Conduct.

RECOMMENDATION That -

1. Council notes the tabling of the Disclosures of Pecuniary Interest Returns by Councillors and Designated Persons to 30 June 2019.

BACKGROUND

To comply with Clause 4.21, of the Code of Conduct, a Councillor or designated person must make and lodge with the General Manager a return in accordance with Schedule 2, of the Council Code of Conduct.

In accordance with Clause 4.25 to 4.27, of the Council Code of Conduct, all councils are required to table the submitted Disclosures of Pecuniary Interest Returns of all nine Councillors.

REPORT

In accordance with the Clause 4.21, of the Code of Conduct, Upper Lachlan Shire Council has received updated Disclosure of Pecuniary Interest Returns from all Councillors and Designated Person Returns from the following people:-

- ◆ Councillor John Stafford;
- ◆ Councillor John Searl;
- ◆ Councillor James Wheelwright;
- ◆ Councillor Richard Opie;
- ◆ Councillor Ron Cummins;
- ◆ Councillor Pam Kensit;
- ◆ Councillor Paul Culhane;
- ◆ Councillor Darren O'Brien;
- ◆ Councillor Brian McCormack;
- ◆ All Council Designated Senior Staff, including the General Manager and 3 Departmental Directors;
- ◆ Council staff who exercise regulatory functions or contractual functions; including all Council Managers and other relevant staff.

General Manager

**DISCLOSURES OF INTEREST BY COUNCILLORS AND DESIGNATED PERSONS
UNDER CLAUSE 4.21 OF THE COUNCIL CODE OF CONDUCT cont'd**

The Disclosures by Councillors and Designated Persons forms are available for inspection upon request and will be tabled at the Ordinary Council Meeting on 19 September 2019.

POLICY IMPACT

Council is complying with the Council Code of Conduct.

Note: Sections 441 to 459, of the Local Government Act 1993, are now repealed and replaced by Part 4 - Pecuniary Interests in the new Council Code of Conduct.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council notes the tabling of the Disclosures of Pecuniary Interest Returns by Councillors and Designated Persons to 30 June 2019.

ATTACHMENTS

Nil

General Manager - 19 September 2019

ITEM 14.5 **Review of Council's Questions With Notice Policy**

FILE REFERENCE I19/593

AUTHOR **Acting General Manager**

ISSUE

Report to Council providing a review of Council's Questions with Notice Policy.

RECOMMENDATION That -

1. Council adopts the reviewed Questions with Notice Policy.

BACKGROUND

Nil

REPORT

This report details a review of the Council Questions with Notice Policy. The Questions with Notice Policy is attached with amendments highlighted in yellow.

Sections 241 to 273, of the *Local Government (General) Regulation 2005* have been repealed and replaced by the Council Code of Meeting Practice.

POLICY IMPACT

Review of Council's existing Policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopts the reviewed Questions with Notice Policy.

ATTACHMENTS

1.	Questions with Notice Policy - Date Adopted 17 November 2016 Resolution 318 16 Review 2019	Attachment
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POLICY:-	
Policy Title:	Questions With Notice Policy
File Reference:	F10/618
Date Policy was adopted by Council initially:	24 March 2005
Resolution Number:	67/05
Other Review Dates:	22 June 2006; 17 September 2009; 21 June 2012; 21 November 2013; 17 November 2016
Resolution Number:	148/06; 392/09; 192/12; 373/13; 318/16
Current Policy adopted by Council:	19 September 2019
Resolution Number:	XXX/19
Next Policy Review Date:	2022
PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed:	N/A
Procedure/guideline reference number:	N/A
RESPONSIBILITY:-	
Draft Policy developed by:	General Manager
Committee/s (if any) consulted in the development of this Policy:	N/A
Responsibility for implementation:	General Manager
Responsibility for review of Policy:	General Manager

1. Purpose of Policy

The purpose of the policy is to separate Councillors maintenance requests and inquiries from the more substantial matters of which all Councillors may wish to be aware of and to place appropriate questions in appropriate systems for response.

The policy is not intended to prevent Councillors from speaking directly to relevant Directors, and Councillors are encouraged to contact appropriate Directors to either clarify or discuss relevant issues in accordance with the adopted "Interaction between Councillors and Staff Policy".

Questions can be proposed by Councillors by giving notice to the General Manager through the provision of an electronic copy of the Question With Notice giving details of all information required. A Question With Notice may be asked by a Councillor to the General Manager in accordance with Clause 3.14 to 3.16, of the Council Code of Meeting Practice. A Question With Notice must not comprise a complaint against the General Manager or a Council employee and must not imply any wrongdoing.

Council cannot have an agenda item, "questions without notice" as it is inconsistent with the provisions of the Code of Meeting Practice. Allowing questions without notice would avoid the notice provisions in the Code of Meeting Practice.

The Code of Meeting Practice is designed to ensure that all Councillors and the public are aware, by reading the agenda of the meeting, of any business to be considered at an Ordinary Council Meeting.

It also enables Councillors to give careful thought to any pecuniary interest they might have in a matter, rather than having to hastily confront an issue during the meeting.

Council's Code of Meeting Practice, Clause 9.14 to 9.19 explains that a question must not be asked at a meeting unless it concerns a matter on the agenda of the meeting or notice has been given of the question. Information which requires notice to be given of matters to be raised at Council Meetings, further:-

- The opportunity to raise questions at Council Meetings should not be abused. Councillors should bear in mind that there may well be other effective avenues of obtaining information, for example through the General Manager outside the formal meeting cycle.
- As in the case of putting forward notices of motion, Councillors must, in submitting questions with notice, balance their civic responsibility for representing the interests of their community with their obligation to use Council's resources effectively and efficiently.
- It should be borne in mind that a Councillor is at liberty to ask a question of another Councillor or the General Manager about a matter that is on the meeting agenda during the debate on that matter.

- A Councillor or Council employee may take a question on notice and report the response to the next Council Meeting or provide a response informally to the person who asked the question.
- Councillor must put questions directly, succinctly, respectfully and without argument.

2. Definitions

2.1 Questions With Notice:

- 2.1.1 Those matters of a business nature which require a written response or a report by the General Manager for the attention of Council; or
- 2.1.2 A matter requiring a detailed response by a Councillor to a resident.

2.2 Customer Request Management (CRM) system:

- 2.2.1 Maintenance or repair of a Council asset;
- 2.2.2 A request for action to be taken to satisfy an enquiry from a resident.

3. Policy Implementation

3.1 Questions With Notice:

- 3.1.1 Councillors will provide an electronic copy of the Question With Notice giving details of all information required to the Executive Assistant, by 4.00pm on the Monday three weeks immediately preceding the Council Meeting;
- 3.1.2 Once the copy of the Question With Notice has been provided to the Executive Assistant it will be forwarded to the appropriate Council Officer for investigation and response;
- 3.1.3 The Council Officer will investigate, provide appropriate comment and complete the report for inclusion in the Questions With Notice section of the Business Paper;
- 3.1.4 Should substantial resources be required to provide Council with an appropriately detailed report, the Question With Notice may not be responded to until a future Council Meeting;
- 3.1.5 Councillors have an obligation to use Council's resources effectively and efficiently and as such, when a Question With Notice has already been responded to by the General Manager, to the satisfaction of Council, the same question or a question substantially relating to the same issue, may not be asked at a future Council Meeting;

- 3.1.6 The General Manager, in consultation with the Mayor, has discretion as to whether a Question With Notice will be accepted and provided a response if it does not comply with Clause 3.1.1 to Clause 3.1.5.

3.2 Work requests for maintenance or repairs

- 3.2.1 Councillors will contact either the Executive Assistant **to the General Manager** or the Executive Assistant **to the Director of Infrastructure** who will receive the details and place a maintenance or service request for action on the Customer Request Management System (CRM).
- 3.2.2 The request will be entered into the Customer Request Management System (CRM) and automatically referred to the appropriate officer.
- 3.2.3 If requested, a response will be given by the appropriate **Council** Officer to the Councillor, or if the Councillor requests, directly to the resident.
- 3.2.4 **Council** Officers will be aware the request has been made by a Councillor and take appropriate prompt action, or keep the Councillor informed if there are reasons for which appropriate action cannot be taken.

4. Relevant Legislation and Council Policies

The following legislation and Council policies that are relevant to this Policy include:

- Code of Conduct;
- Code of Business Practice;
- **Code of Meeting Practice;**
- Government Information (Public Access) Act 2009;
- Independent Commission Against Corruption Act 1998;
- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- State Records Act 1998;
- Privacy and Personal Information Protection Act 1998;
- Public Interest Disclosures Act 1994;
- Public Interest Disclosures Policy;
- Complaints Management Policy;
- Interaction between Councillors and Staff Policy;
- Service Delivery Policy.

5. Variation:

Council reserves the right to vary or revoke this policy.

General Manager - 19 September 2019

ITEM 14.6 **Staff Christmas Function and Christmas Closure 2019**

FILE REFERENCE **I19/578**

AUTHOR **Acting General Manager**

ISSUE

Providing details in relation to the Upper Lachlan Shire Council Staff Christmas function and the dates for the Christmas Closure.

RECOMMENDATION That -

1. The Council Staff Christmas Party function be held at the Crookwell Golf Club on Friday, 20 December 2019, commencing at 12.30pm and finishing at 3.30pm.

BACKGROUND

Nil

REPORT

With respect to arrangements for the Christmas/New Year period, and as per Council policy, the Works Depots and Administration Offices will be closed from midday on Friday, 20 December 2019 and will reopen on Thursday, 2 January 2020.

Council's standard practice is to grant staff a half-day off to hold the Council Christmas Party and to provide some refreshments for the party.

A combined staff function will be held at the Crookwell Golf Club on Friday, 20 December 2019 commencing at 12.30pm and finishing at 3.30pm.

A coach will be utilised to transfer staff from Gunning to the function and return afterwards.

Arrangements have been put in place to ensure that in the event of emergency situations arising over the Christmas/New Year period, nominated staff will be available to work as required to rectify any emergency situation that may arise.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

The funding for the Christmas Party function is included within the Council 2019/2020 Operational Plan.

RECOMMENDATION That -

1. The Council Staff Christmas Party function be held at the Crookwell Golf Club on Friday, 20 December 2019, commencing at 12.30pm and finishing at 3.30pm.

ATTACHMENTS

Nil

16 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

The following item is submitted for consideration -

16.1	Reports for the month of September 2019	462
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Reports from Other Committees, Section 355 Committees and Delegates - 19 September 2019

ITEM 16.1

Reports for the month of September 2019

RECOMMENDATION:

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

1. Crookwell and District Historical Society – Minutes from meeting held 8 August 2019.
2. Crookwell District Art Gallery – Minutes from meeting held in July 2019.
3. Breadalbane Hall Committee – Minutes from meeting held 23 June 2019.
4. Economic Development Task Force – Minutes from meeting held 5 August 2019.
5. Economic Development Task Force – Minutes from meeting held 2 September 2019.
6. Taralga Historical Society – Newsletter 3 – September 2019.

ATTACHMENTS

1.	Crookwell and District Historical Society - Minutes from Meeting held 8 August 2019	Attachment
2.	Crookwell District Art Gallery- July 2019 Meeting Minutes	Attachment
3.	Breadalbane Hall 355 Committee - Breadalbane Hall Minutes - 23 June 2019	Attachment
4.	Economic Development Task Force - Minutes from Meeting Held - 5 August 2019	Attachment
5.	Economic Development Task Force - Minutes from Meeting held - 2 September 2019	Attachment
6.	Taralga Historical Society - Newsletter No 3 - September 2019	Attachment

Historical society A G M 2019 8/8 /2019

Present: Bryan Kennedy, Ian Laverty, Marion Brace Marion Harrop, Mike Harrop, Ollie Carter, Lisa Leonard, Glen Millar, Peter Painter, Vivian Flannagan, Mary Willis, Jenny Painter
Apologies: Monica Croke, Joy Collins, Lynda Treacy, Diane Ball, Geoff Russell, Muriel Redfern.

Marion moved apologies be accepted

Minutes of the 2018 A G M were passed by Glen seconded Ollie Carter.

Reports: Bryan and Jenny gave their yearly reports. Stating many of the happenings throughout the year.

Treasurers Report: Glen presented his report showing an increase in earnings from book sales, research fees, and donations. Our agreement with Arcadia for them to take a 10% fee is proving successful. Glen moved his report seconded Bryan.

Marion Harrop took the chair for the election of office bearers.

President: There were two nominations for President Ian Laverty and Mary Willis a written vote was taken, and Ian is now are President for the next twelve months.

Vice President: Bryan Kennedy

Secretary Office Manager: Jenny Painter

Treasurer: Glen Millar

Membership Secretary: Karene Millar

Publicity Officer: Monica Croke

Archivist: Joy Collins

Research officer/office assistant: Marion Brace

Office Assistant/Research officer: Dianne Ball

Ian announced our guest speaker Bev Hatch who gave us an interesting talk on his time in the navy and experiences in the Falklands war.

We moved into the library for afternoon tea and a chat. Thanks to Phylis Laverty who had afternoon tea ready

Crookwell District Art Gallery

Minutes for the meeting held on July 25th, 2019

The Meeting was held in The Gallery and was opened by Margie Carr at 4.31pm.

PRESENT:

Margie Carr, Jeremy Goodman, Margaret Wonson, Gay Smith, Ann Goodman.

APOLOGIES:

Karen Harwood, Jeff Prell, Christine Crimmins, Lesley Gartrell, Bev Seaman, Pam Kensit, Marg Shepherd, Tony & Mary Prell.

MINUTES OF THE PREVIOUS MEETING:

The Minutes were accepted as a true record of the Meeting (Moved Margaret W, sec Ann G.)

CORRESPONDENCE:

Nil out, Nil in.

TREASURERS REPORT:

In the Treasurers absence Jeremy G tabled her report showing an opening balance of \$9265.73 cr, expenditure of \$3008.80, leaving a balance of \$6256.93cr. She also noted the Term Deposit balance of \$13628.85cr. as at June 30, 2019. (Moved Jeremy G, sec. Gay S.)

THE NEXT SHOW:

After discussion the meeting decided that the show (Sept 20, 21, 22nd) will be a "Crookwell Collection" exhibition. No entry fee applicable.

Gay S. suggested a door raffle to raise funds with an artwork or local produce hamper as the prize.

In keeping with the "Community spirit" of the Show possible choices to open included:

Andy Shepherd, Nerida Croker, Dianne Layden, Greg Seaman.

PROPOSED NEW HANGING SYSTEM:

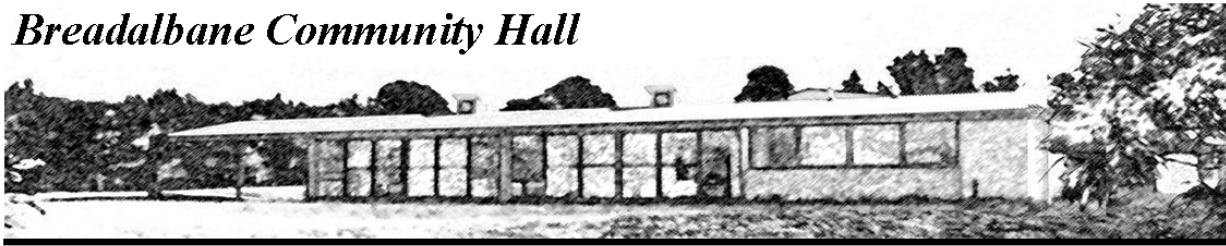
Jeremy G. presented samples and prices of a system from Top Shot Photography. Margaret W. offered to obtain samples of an alternative system from Arthead Moss Vale. Discussion to be continued at the next meeting.

OTHER BUSINESS:

Gay S. noted she will be an absentee for the September Meeting.

Margie C. closed the Meeting at 4.55pm.

Breadalbane Community Hall



Chisholm Park, Collector Road, Breadalbane NSW 2581

Breadalbane Hall General Meeting

Sunday 23rd June 2019, commencing 4.00pm

MINUTES

1. Present: Sally McLean, Chrissie McLean, John Searle, Toni Morrison Gayle White
Apologies: Sue Morrison, Jenny Bell, Rod Edwards, James Bell, Sylvie Hayles, Marion Schumacher, Ingrid Schumacher, Libby Webster, Vanessa Edwards
2. Minutes from 14th April 2019 General Meeting were read and accepted.
3. Treasurer's Report: Chrissie reported a combined accounts balance of \$22,452.17 Less Allocated Grants: \$16,907.06
4. Correspondence:
OUTWARD
 - Galea Bros Plumbing – Email accepting quote for toilet repairs
 - Jane Dawson to thank her for her wonderful presentation at our Anzac Day Ceremony
 INWARD
 - Draft Operational Plan submission was unsuccessful
 - Fathering Project – Sent us a Thank You and a Certificate Of Appreciation
 - John Searle – Congratulating the Breadalbane Community on having an enjoyable and successful Anzac day ceremony for the second year running
 - ULSC RE Operational Plan Submission requesting financial assistance for sensor lights, community notice board and wheel chair accessible front doors was unfortunately unsuccessful
5. General Business:
ANZAC DAY 2020 IDEAS
 - Wendy Tuckerman is the new NSW Govt member for our area
 - An Australian Flag with the name of each person on our commemorative wall. We need to think of how these will be incorporated into our ceremony
 - Wreath Laying; to personalize we will have a brief write up on what the person did and where he / she served

2019 Chair: Sally McLean p: 0408993966

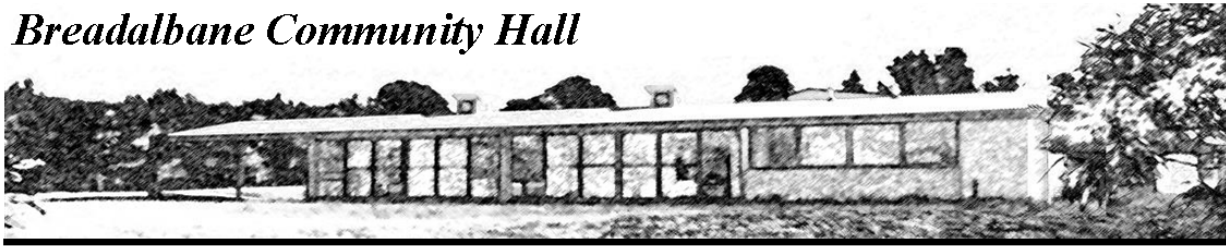
2019 Treasurer: Christine McLean p: 02 4845 1323

2019 Hall Manager: Vanessa Edwards p: 02 4844 2285

2019 Deputy Chair: Marion Schumacher p: 0404690385

2019 Secretary: Gayle White p: 0425356481

Breadalbane Community Hall



Chisholm Park, Collector Road, Breadalbane NSW 2581

- Guest Book – there were 100 people written in for 2019
- The Hall has purchased 2 copies of a photo book created by Vicki Ravnjak at the 2018 Anzac Day ceremony. Sally presented John Searle with a copy of the book on behalf of Breadalbane Hall for his outstanding contribution and his constant efforts to assist us. The 2nd copy is to remain in the Hall's collection.
- John discussed Pam Kensit who has written a book "Dust to Mud" about the Crookwell district soldiers in WWI, and that she is an excellent speaker.

PERGOLA

- Veolia are happy to wait for us to hold the opening for the slab and the placing of their plaque when the pergola is completed.
- A photo of our Bush Bash appeared in The Voice, page 5, with the heading Breadalbane Hall christens "The Terrace".
- The steel structure is in progress with Goulburn Engineering and the steel framework should be erected within the next two weeks. When the structure is completed the builder can build the cupboard and roof. Sally contacted Simon Crocker who designed the pergola to ask if a metal or clear sheet roof would be advisable. The meeting was unanimous in their decision to use metal for the roofing due to the summer heat and sun entering through clear sheets. The builder suggested Sun Solutions for patio blinds. Sally investigated and 3m wide blinds made from a shade mesh type material cost \$1600 and we will need 8 blinds.

TOILETS

- Gayle contacted the plumbers but has had no reply at this stage so will follow up to find out when they can do the job.

ANTS

- The ant nests outside the hall has been a recurring problem and they are now evident in the kitchen and toilets. The meeting decided that professional advice is now required. John offered to check with Council and Gayle will take photos for the pest control people as the hall needs to be cleaned for an upcoming function.

ACCOUSTICS

The consultant came to assess the hall acoustics and has provided us with a comprehensive report. Recommendations are for panels to be attached to the walls and ceiling which are 25mm to 50mm thick. Steve Friend is approaching the Gunning Acciona Wind Farm to ask if they could contribute towards the cost of the

2019 Chair: Sally McLean p: 0408993966

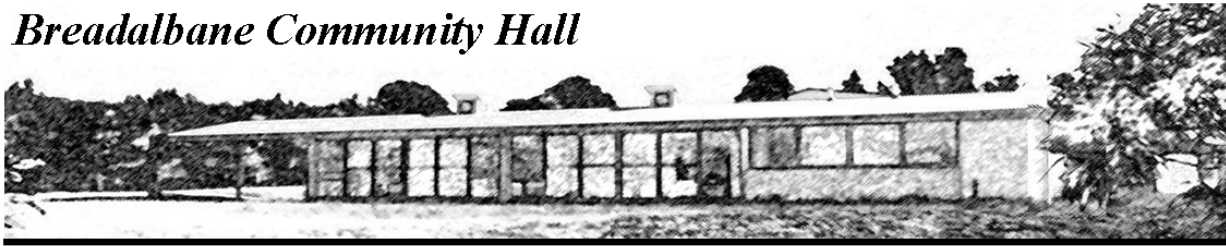
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2019 Secretary: Gayle White p: 0425356481

Breadalbane Community Hall



Chisholm Park, Collector Road, Breadalbane NSW 2581

consultant and materials required. The meeting resolved to wait and see if Steve's request is successful.

DISHWASHER

Sally and Sylvie will continue to research for suitable grants.

COUNCIL BINS

John asked ULSC for signs. As none were available the staff very kindly designed, printed and laminated a sign for each bin.

NAME SEARCH FOR ADDITIONAL NAMES FOR MEMORIAL PLAQUE

The names now need to be verified and quotes obtained for the new Plaque. Sally is going to follow up for quotes. In 2017 the existing plaques Cost \$6,500. We need quotes for the existing plaques to be redone and also for a single plaque for just the additional names and corrections.

Meeting Closed at 6.00pm

Next meeting 4pm 25th August 2019

2019 Chair: Sally McLean p: 0408993966

2019 Treasurer: Christine McLean p: 02 4845 1323

2019 Hall Manager: Vanessa Edwards p: 02 4844 2285

2019 Deputy Chair: Marion Schumacher p: 0404690385

2019 Secretary: Gayle White p: 0425356481

MINUTES OF THE UPPER LACHLAN SHIRE COUNCIL EDTF COMMITTEE HELD MONDAY 5 AUGUST AT CROOKWELL

Present: Clr. Richard Opie, Susan Reynolds, Clr Ron Cummins, Daryl Smith RDA & Doug McIntyre.

Staff: Brenda Proudman (Economic Development Officer), Tina Dodson (Director of Environment & Planning), Viv Straw (Manager of Environment & Planning & Hamish Sinclair (Planner)

(Non Voting)

Apologies: Catherine Duff, Clr John Searl, Andrew Lindner & Terry Lovelock

Meeting commenced at 4.00pm without a Quorum.

Declaration of Interest: Nil.

Confirmation of Minutes:

Agenda Item 3.1

Minutes from the 8 July 2019 were deferred to next meeting.

Correspondence:

1. Email from Andrew Lindner about bridge closure throughout the Shire. Clr Richard Opie said that alternate opportunities are currently being looked at and community meetings were being held.
2. Email from Business Connect – Re: Business Classes are being held in Crookwell on 14 & 28th August and 11th September.

Guest Speaker: Hamish Sinclair talked about and displayed concept maps for Strategic Growth and LEP Planning for ULS.

Agenda Item 6.1 – Economic Growth & Development Planning Report

Deferred to next meeting.

Agenda Item 6.2 - Structure of rates and taxes throughout the shire and how additional rate payers affect the capping

Clr Richard Opie explained how ULS rates are capped. It was decided that the EDTF need someone to explain the details of rating to us. Clr Ron Cummins is to email Brenda with the name of someone from Local Govt.

Agenda Items

Item 6.3 Business Case – Street Lighting, Alternative Waste Management & Energy Generation

Item 6.4 Business Case – Urban Sustainability initiatives for on-site sewer systems in small villages and alternatives to specific tank disposal

Item 6.5 Solar powered cabins at Crookwell Caravan Park

Item 6.6 Report – Opportunities for planting indigenous appropriate trees in single & larger developments across the Shire

Item 6.7 Report – Strategy for public open space in larger developments

Item 6.8 Report – S94 (Now Section 7.11 & 7.12) Contributions for all developments
(Will be referred to as Contributions Planning from now on)

Viv Straw led the EDTF Committee through the LEP process currently taking place and all of the Items raise from 6.3 to 6.8 will be addressed in the new LEP and encompassing documents.

Agenda Item 6 – General Business

- There is a Business Meeting being held next Monday 12th August, 2019 to formalise the business group. Andrew Haskins (BEC) will be facilitating.
- 3rd Economic Growth & Development Workshop will be held Sunday 22nd September in the Council Chambers from 10am to 12pm.

Next Meeting of the EDTF Committee Monday 2nd September, 2019 at 4.00pm.
There being no further business, meeting closed at 5.50pm.

**MINUTES OF THE UPPER LACHLAN SHIRE COUNCIL EDTF COMMITTEE
HELD
MONDAY 2 SEPTEMBER 2019 AT CROOKWELL**

Present: Cllr. Richard Opie, Susan Reynolds, Doug McIntyre, Catherine Duff, Andrew Lindner, Terry Lovelock & Neville Mitchell

Staff: Brenda Proudman (Economic Development Officer), Viv Straw (Manager of Environment & Planning & Hamish Sinclair (Planner)
(Non Voting)

Apologies: Cllr John Searl.

Late Agenda Item was tabled by Terry Lovelock RE: RV area for Collector. This will now be Agenda Item 6.6.

Meeting commenced at 4.00pm.

Declaration of Interest: Nil.

Guest Speaker: Neville Mitchell

Neville spoke about the world being a strange place at the moment economically. Japan have been in recession for 30-40 years now and we have been in a slow interest rate environment for a long time now. To bring the issues into perspective for Crookwell Neville suggested we get shovel ready for big/bold projects because he feels the Federal government will be looking to spend money next year to speed up the economy. He said Upper Lachlan Shire should start offering incentives to businesses/new residents by reducing red tape and competing with adjoining LGA's. He felt that if we get our approval processes humming businesses and new residents will come and that our LEP reflects that. He also said the Sydney market is pushing people out into lower cost areas that are offering all the facilities they require.

Confirmation of Minutes:

Agenda Item 3.1

Minutes from the 8 July 2019 were moved Susan Reynold & Seconded by Terry Lovelock. Minutes from 5th August we noted as there wasn't a quorum at that meeting.

Correspondence: Nil.

Agenda Item 6 - Reports

Agenda Item 6.1 – Economic Growth & Development Planning Report

The following recommendation was moved by Susan Reynolds & seconded by Andrew Lindner.

RECOMMENDATION: That Council receive, note and adopt the Economic Growth & Development Planning Report 2019.

CARRIED

Agenda Item 6.2 - Review of the EDTF Charter

The following two recommendations were moved by Andrew Lindner & Seconded by Susan Reynolds.

RECOMMENDATION: That Council change the meeting composition to accommodate six (6) community representatives and the Economic Development officer be included as the secretariat.

CARRIED

RECOMMENDATION: That Douglas McIntyre be appointed to the EDTF Committee as a community representative.

CARRIED

Agenda Item 6.3 - Community Welcome Day Applications.

There were 9 applications received for funding from Bigga, Gunning, Dalton, Breadalbane, Collector, Grabben Gullen, Biala and two from Crookwell.
The following recommendation was moved by Andrew Lindner & seconded by Terry Lovelock.

RECOMMENDATION: That Council move all the applications for funding of \$500 each and that the two applications from Crookwell split the \$500 offered and receive \$250 each.

CARRIED

Agenda Item 6.4 – Business Month Small Business Expo 11th & 12th October, 2019

Wendy Tuckerman will be opening the event and Mayor John Stafford will be doing the official welcome. Catering for morning tea & lunch has been organised as well as a coffee van. Food will be served in the foyer area and the BEC will also have a stand in the foyer. Signage and Bags have been organised. We have room for 40 businesses to set up in the Memorial Hall.

We would like to invite all Councillors to attend the opening on Friday 11th October at 10.30am in the Memorial Hall.

Agenda Item 6.5 – How important is water in the Strategic Planning of our town & villages?

The following recommendation was moved by Catherine Duff & seconded by Terry Lovelock.

RECOMMENDATION: That Council research & develop a water sensitive design policy for the Shire.

CARRIED

Agenda Item 6.6 – Collector RV site suggestion.

See attached suggestion from the Collector Community Association Inc.

The following recommendation was moved by Terry Lovelock and seconded by Susan Reynolds.

RECOMMENDATION: That the Strategic Planning section of Council consider this proposed site in the upcoming LEP review

CARRIED

Agenda Item 7 – General Business

Brenda is to send an invite out to all the Progress Associations to the Business Expo.

Next Meeting of the EDTF Committee Monday 30th September, 2019 at 4.00pm.

There being no further business, meeting closed at 6.25pm.

COUNCILLOR SUMMARY

ECONOMIC GROWTH & DEVELOPMENT PLANNING REPORT

Council ran collaborative workshops to develop new value across the shire, and identify economic growth and development opportunities.

The process engaged a select group of community leaders, entrepreneurs, business owners, educators, council officers, councillors, state government stakeholders and other organisational representatives leveraging the shire's knowledge capital.

Council facilitated three workshops in the Upper Lachlan Shire on the 15th October 2018 and the 24th March 2019. Another is due to be held on 22nd September 2020.

These interactive workshops prioritised five economic development projects and generated some 23 ideas to be explored for assessment and execution.

Another seven projects were tabled (Collector Community Association), and the young people's consultation generated 40 ideas.

The key recommendations were:

- Empower the Economic Development Task Force Committee to review economic development strategies for the Upper Lachlan Shire. Also, to act as an umbrella group, for other organisations who are seeking to increase job opportunities.
- Advise the Economic Development Officer on economic development opportunities.
- Facilitate representation by developing a Network Business Model across the region and coordinate and reduce duplication.
- Set project priorities and present them in a disciplined manner to the ULSC via the Economic Development Task Force, for business case development, endorsement and support.
- Establish an economic development 'HUB' (Knowledge Capital Network structure) with a defined leader (Chair of The Economic Development Taskforce). The purpose of the HUB is to coordinate the networks and facilitate the progress of activities.
- Define a clear, commonly-shared vision, underpinned by a set of values and principles to maintain the integrity of the entity (See ULSC Economic Development Taskforce – Committee Charter). Clear direction and objectives are critical as project ideas come to fruition and need to be prioritised and promoted to state and federal government entities.
- Manage the future of economic development across the shire by inputting into the LEP review as a matter of urgency.
- Set up a ULS Council of Young People to provide a pathway for the engagement of young people and enabling the development and mentoring of young people and promoting their leadership capacity and capability.
- Establish an evaluation mechanism across the lifecycle of the various projects (e.g., feasibility, business cases, results and outcomes) to ensure transparency and proper execution.

The main constraints and issues to be addressed:

- Land use and zoning within the shire is a barrier to development.
- Unclear pathways for support, endorsement and enablement of projects by ULSC.
- Low stakeholder commitment.
- Low levels of financial capital.
- Infrastructure limitations, especially communications infrastructure.
- Moderate community engagement in projects and ideas.

Adopting the recommendations in this report will help to reduce these constraints.



Development Impacts Pty Ltd
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Suite 2, 107C Gingell Street
Castlemaine Victoria 3450
www.devimp.com

UPPER LACHLAN SHIRE

ECONOMIC GROWTH AND DEVELOPMENT PLANNING

Final Report

Prepared by: Peter Mclean

May 2019

'A Follow-up feedback report on the Innovation Workshops, conducted on the 15th October 2018 and the 24th March 2019, to assist the Upper Lachlan Shire Council's Economic Development Task Force to identify and plan actions that can be taken which will directly contribute to the growth of the Shire's economy.'

TABLE OF CONTENTS

1.0	EXEXECUTIVE SUMMARY	3
2.0	INTRODUCTION	4
3.0	WORKSHOP METHODOLOGY	6
4.0	ECONOMIC DEVELOPMENT ACTION PLATFORM	7
5.0	OBSERVATIONS & INTERPRETIVE COMMENT	9
6.0	CONCLUSION	12

1.0 EXECUTIVE SUMMARY

Upper Lachlan Shire wishes to stimulate economic activity and enable collaborative diversity and value-adding. Council ran collaborative workshops to develop new value across the shire, and identify economic growth and development opportunities.

The process engaged a select group of community leaders, entrepreneurs, business owners, educators, council officers, councillors, state government stakeholders and other organisational representatives leveraging the shire's knowledge capital.

Council facilitated three workshops in the Upper Lachlan Shire on the 15th October 2018 and the 24th March 2019.

These interactive workshops prioritised five economic development projects and generated some 23 ideas to be explored for assessment and execution.

Another seven projects were tabled (Collector Community Association), and the young people's consultation generated 40 ideas.

The Preliminary Workshop Report, dated November 2018, documents the first workshop findings. That preliminary report is a companion report to this one, as it contains much of the detail required to inform future economic development initiatives.

The Economic Development Action Platform was derived from the projects and ideas.

An analysis of the conversational data and extensive written documentation generated by feedback was organised to formulate a model for future development. The progress of the projects is as reported by the groups that met on 15th October 2018.

This eco-system-based platform will drive and support the economic development agenda across the whole of the Upper Lachlan Shire (ULSC) for the next five years, and beyond.

Values underpin this platform and guiding principles that are explicit and implicit in the participant's behaviour when engaging in this exercise.

Such foundational principles and values include:

- Adopting a collaborative and cooperative mindset between connections across the shire
- Engaging others and relationship building through information transfer and the desire to create both tangible economic value and extensive non-tangible values for the ULSC (These values include: Social Return on Investment within the shire and outside the shire, Solution Value and Incremental Market value)
- Engaging all the key connections in ULSC Regional Development which include businesses, industry groups, community representatives, educational entities, research facilities and government, at all levels – local, state and federal

- Developing a '*strategic doing*' framework, rather than a strategic planning approach, to project development across the shire. This develops human knowledge capital, trust and deepening collaboration.

The ULSC Economic development action agenda consists of the following features:

Table 1.

Technology	Shared Assets	Tourism
Land Use	Core Function (Economic Development)	New Knowledge
Population Attraction	Infrastructure	Community Connectedness
Investment Attraction	Training and Education	Research

Each of these features within the platform provide the labels to support the 12 key projects generated during this process, as well as the remaining 63 ideas generated across the course of this exercise.

The features are not mutually exclusive. For instance:

- Land Use, Population Attraction and Investment Attraction are all features addressed by the LEP Advisory Working Group Project and the Sustainable Village Project.
- Technology, Shared Assets, Research, Training and Education and New Knowledge will be features that are pertinent to The 5G Network, the Crookwell Green Innovation Technology Hub and the Sustainable Village Projects.
- Community Connectedness, Investment Attraction and Tourism will be features that underpin the Living Well project, the Hillclimb event and the Vintage Car Museum, Cycling Related Tourism and the Joint Marketing Project.

2.0 INTRODUCTION

At the workshops, Upper Lachlan Shire, together with key stakeholders, committed themselves to identify economic growth opportunities for the Shire.

Implementation of a collaborative way of building economic growth and development is needed to create new value across the Shire.

Leveraging the Shire's knowledge capital was achieved by engaging a select group of community leaders, entrepreneurs, business owners, educators, council officers, councillors, state government stakeholders and other organisational representatives.

The regional stakeholders were highly motivated to create an innovative approach to realising economic development opportunities across the Shire.

The motivation was evident in the generosity of spirit: the attendees freely shared their ideas and interacted with each other on the day.

The objectives of the workshop were to:

1. Generate Ideas
2. Build on and harness capabilities from across the Shire
3. Discover economic development opportunities and deliver projects
4. Create a knowledge network
5. Deliver an action planning platform.

This action planning method delivered the processes and structure and identified the capacity to deliver the economic growth projects that will ensure ongoing measurable value.

This action planning exercise was aligned with the vision and underpinned by the values of the Shire.

These activities fall under The Upper Lachlan Shire Council's Economic Development Taskforce Committee Charter and the role that this committee plays in:

- Considering and improving economic development strategies for the Upper Lachlan Shire
- Acting as an umbrella group for other organisations within the Upper Lachlan Shire who are seeking to increase job opportunities by supporting new and existing businesses to be successful and expand.

The Vision

'Upper Lachlan – A flourishing, growing Shire economy'

The Values

Generate economic activities that:

1. Are useable and practical
2. Are Innovative
3. Can be implemented in the near future within available resources or with resources that can be acquired.

On March 24th 2019, a second workshop was convened using a similar method to Review the projects that were articulated in the first workshop.

Progress reports on the projects were delivered by the community and business leaders of these working groups, namely:

1. The Crookwell Green Innovation Technology Hub (Formerly Clean Green Tech Park)
2. The 5G network (Written Report)
3. The Investigation of the LEP
4. The Hill Climb and Vintage Car Museum.

The one group that did not present a report was the Active Independent Living Well Project.

Seven new ideas and potential projects were tabled by The Collector Community Association.

These potential ideas/projects included:

1. Joint Marketing Project
2. Federal Highway Influencing Project
3. Tourism Project
4. Sustainable Village
5. Export Ready Project
6. Events Projects
7. Town Planning (LEP) Project.

3.0 WORKSHOP METHODOLOGY

The first workshop involved 25 people, working together in small groups of 4 – 6 people to generate feasible ideas.

These ideas were progressively developed and refined throughout the day and priorities were set.

Results

The workshop generated Twenty-eight ideas.

5 - Innovation Working Groups were established, with nominated leaders who will drive the top 5 activities agreed upon as the priorities.

The second workshop focused on obtaining status reports from the leaders of the five priority projects.

The third workshop of 13 people, including representatives from the Collector Community Association and young people of the shire, to generate ideas that were pertinent to their involvement in the Economic Development Agenda for the shire.

The young people tabled over 40 ideas.

The categorisation of these ideas resolved the following:

1. Having a young person's representative council in the shire
2. The young people want to be involved in: Gunning District Association, events for young people, communication methods, rotation of meetings across the shire, Leo's - 18 years and over, casual work and volunteering, developing initiatives, activities and socialising ideas, family times and events, bus trips, park access and amenities, new styles of distributed leadership, Auto Italia, fundraising, working bees, supporting the local community, face-to-face communication and conversations to test ideas across generations, social connectivity and creativity, input into the main projects, go-carts and motorised billy cart events, camping, the shire being open for business, vintage fashion show, motor festivals, themed events, markets, sports days – e.g. cricket days, tug of war and picnic events.

3. Heated Pool Fundraising
4. Mountain Bike Track
5. Cycling Groups and Exercise
6. Tourism Biking.
7. The young people were keen to be involved in the Hillclimb event and the Australian Agricultural Centre. Their future involvement would be very welcome.

4.0 ECONOMIC DEVELOPMENT ACTION PLATFORM

PROJECT & OVERVIEW	PROJECT STATUS	ACTION
<p>Upper Lachlan Shire Council LEP Investigation</p> <p>This report was presented by Doug McIntyre as a slide show. These have been used to write the narrative that follows.</p> <p>Doug explained that the existing scenarios, as they pertain to the current LEP exhibited serious and significant anomalies including:</p> <ul style="list-style-type: none"> Highly restrictive land uses compared to surrounding councils that have less prohibitive uses Prohibited uses are extensive Fertile agricultural land used primarily for grazing Minimum lot sizes work against agricultural development 	<p>Doug McIntyre met with Viv Straw (Manager of E&P) from ULSC to discuss his findings. Council is currently updating the LEP. The background work including the LSPS is being researched and community consultation will happen in quarter 3 of 2019.</p>	<ul style="list-style-type: none"> Stakeholder consultation Community consultation Council liaison
<p>Hillclimb and Vintage Car Museum</p> <p>To create a Hillclimb event in the district and provide funds to set up and run a Crookwell Motor Museum.</p> <p>"Hillclimb is one of the oldest forms of competitive motor sport and enjoys a strong following throughout Australia. The essence of Hillclimbing is that it is a single car on the track at a time running against a clock. The tracks used are sometimes dedicated Hillclimb venues, or often short sections of closed public roads that have been made fit for purpose. Hillclimbs cater for nearly every category of CAMS recognised vehicle and vary from standard road cars through to dedicated and specialist Hillclimb cars exhibiting the pinnacle of motor sport technology from around the world."</p>	<p>The Rotary Club are very supportive of this project</p> <p>Income will be generated by:</p> <ul style="list-style-type: none"> Entry Fees Spectator ticket sales Concessions Sponsorship <p>Organising the event will be done by a professional event management company in accordance with CAMS and in collaboration with the Australian Auto-Sport alliance</p>	<ul style="list-style-type: none"> Form a local working committee. Richard, Gill, Shannon, Floyd, Stewart, Car Club, Rotary, Youth Council representative. (Junior race committee) Routes need to be filmed. Critical to achieve council approval & possible funding, to take the project to the next stage Appoint a specialist events company Discuss seriously with either AASA or CAMS. Have them endorse track choice. Event date etc.
<p>5G Network Project - ULSC Community Communications Aggregation</p> <p>By pooling various community benefit programs offered by the windfarm industry in the Shire we have a significant pool of capital to use to lobby and to co-invest in the provision of mobile infrastructure with the objective of 90% of the shire residents having good access to 5G by 2021.</p>	<p>Fundamentally very little progress since this was written. The political situation at both Federal and State level has meant that there has been no appetite from sitting members to engage on this.</p> <p>We have been closely following the technological developments around 5G which are not promising. It would appear likely that the "bush" may never see much of the new technology which has been developed with urban environments in mind.</p>	<ul style="list-style-type: none"> Form a small group to prosecute the project. At this stage we have 2 members; Susan Reynolds and Michael Katz. Gather more data about the 5G roll out and tower costs etc. The primary vector will be contact with Angus Taylor. On the basis of this propose the project to ULSC for support and endorsement Given this support and

	<p>The plan is to wait at least until the State election before actively pursuing the project.</p> <p>What is critical to engagement for this project to leverage further action and gain impetus is the formal endorsement of this project by the ULSC</p>	<p>endorsement we make contact with Windfarm companies and begin negotiations.</p> <ul style="list-style-type: none"> If we are successful we then approach Telcos.
<p>Crookwell Green Innovation Technology Hub</p> <p>The ULS has over 600 Wind Turbines</p> <ul style="list-style-type: none"> Harness Green Energy to power green site, no pollution or noise from the hub Provide lower cost of living, commercial rental and operation costs (Energy and water) To attract 'green' tenants and tech investors Develop enclave of smart engineers, R&D, software designers, robotics, Ai, 3D printing and start-ups around renewables and agriculture Develop relationships with ANU Wollongong for R&D and Serree for industry support and investment 	<ul style="list-style-type: none"> Crookwell 1 – Energy to grid in Crookwell Land – Several site possibilities need rezoning with one open to accommodate (ACC) Met with Pru Goward – supportive, needs more detail – to contact Premiers Department Met with Wendy Tuckerman (Hilltop) and Ursula Stephens Met with Gullen Range – interested in supporting R&D – providing contacts Met with Southern Regional Development – excited and contact with Serree Preliminary Concept designs with solar panels, water tanks, indigenous plantings Estimated budget \$4 Million 	<ul style="list-style-type: none"> Project development team is required who has the authority to speak with stakeholders Project plan Produce formal concept document and video Strategy to engage with parties, Crookwell 1, Premiers Dept, Southern Regional Development, Serree, ANU and Wollongong University – All seen as important Engage with State and Federal Governments Rezoning of land is imperative Engage with local education and community Quantify economic benefits to our region
<p>Living Well Project</p> <p>Joint Venture Project to determine the design and development of a 'living well' precinct for retirees.</p>	<p>Members from this group were unable to attend Workshop 2 so there was no information available.</p>	<ul style="list-style-type: none"> Form a local working committee.
<p>The collective voice for Collector'</p> <p>Collector Community Association Inc. (CCA) believes that the future economic development of Collector will focus on the hospitality and tourism trade. The area has seen steady growth in recent years and has a focus on local produce such as wine, olives, fruits, vegetables and honey. The marketing of local produce is complemented with food and beverage cafés and the emergence of Bed and Breakfast / short stay venues.</p> <p>These emerging businesses are a good fit with the image of a village with a rich history and strong links to agriculture.</p>	<p>Joint Marketing Project</p> <p>Several businesses in Collector and the surrounding district have met to discuss promoting local tourism and hospitality venues and decided to launch a joint marketing campaign under the banner of "Visit Collector".</p> <p>A printed brochure called Visit Collector will be distributed by the group at the Collector Village Pumpkin Festival on Sunday 5th May and will be complemented with social media pages on Facebook and Instagram.</p> <p>Other ideas proposed include a "Visit Collector Loyalty Card" or gifts for first time visitors as well as events that will encourage partnerships between community and local business.</p> <p>Cycling Related Tourism Project</p> <p>Cafes attract Cyclists as is evident by the growing number of cyclists that ride out from Canberra to the Some Café each weekend.</p> <p>The CCA believe there is huge potential to build on this already growing area of visitation by promoting cycle rides in the loops that take in neighbouring villages of Gunning, Breadalbane and Gundaroo.</p> <p>Sustainable Village Project</p> <p>The CCA has facilitated a working group to promote a Sustainable Village Project for Collector.</p>	<p>Playing to our strengths will be the guiding principle.</p> <p>Sustainable development that embraces</p> <ul style="list-style-type: none"> A low carbon footprint, Encourages partnerships between Community, Business and Council and Recognises the value of a rural village atmosphere will be important. <p>Tourism and Hospitality will be key drivers but will need close partnerships with local producers and farming business that are prepared to develop value added tours and experiences.</p> <p>Marketing priorities will need to be shared between targeting "drop-in" visitors from the Federal Highway and more focused campaigns aimed at specific demographics such as cyclists and school excursion groups.</p> <p>Events and festivals will continue to play an important role in promoting the district and reinforcing the vibrant and family focused culture and rural atmosphere of our community.</p> <p>Community Cycle Hub</p> <p>Development of a Community Cycle Hub at the Collector Oval is seen as an affective and very low-cost project idea that has the potential to bring significant tourist dollars to the area.</p>

	<p>This project has the long-term goal of transitioning the Village to a carbon neutral community with a high uptake of renewable energy.</p> <p>Short-term goals include developing community infrastructure to promote healthier and more active life styles with the construction of outdoor fitness gym, recreational facilities and a network of shared cycleway and pedestrian paths throughout the village.</p>	
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5.0 OBSERVATIONS & INTERPRETIVE COMMENT

The projects and all the associated ideas have been processed and categorised into an Economic Development Action Planning Platform for the shire.

The network model of development derived from the information generated by the feedback and progress reports from the first workshop on the 15th of October 2018.

This eco-system-based platform is a proven model used in innovation systems to drive and support the economic development agenda across the whole of the Upper Lachlan Shire (ULSC) over the next five years, and beyond.

The ULSC Network Business Model

Strategic Connections and Eco-system Networks	Key Platform Action Agenda	Primary Value Propositions	Key Activities	Customer Segments
Industry Businesses Local Government State Government Federal Government Universities Education providers Community Research	Economic Development Technology Shared Assets Innovation Tourism Land Use New Knowledge Population Attraction Infrastructure Community Connectedness Investment Attraction Training and Education Research	Social Return – ULSC Incremental market Value Financial ROI Solution Value Social Return – External Environment	Health and wellbeing Community integration and cohesion Economic attraction Events	Citizens of all ages New business ventures Tourists Visitors Students Researchers

	Key Resources Human capability Financial capacity Physical Assets		Distribution Channels Multiple Physical and Virtual Value Chain connections	
Costs Economic Platform Execution and coordination Continuous Community Engagement and Business Development			Revenue Streams Current products and services New products and services	

The values and guiding principles of the network platform are underpinned by the participant's behaviour when engaging in this exercise.

Such foundational principles and values include:

- Adopting a collaborative and cooperative mindset between connections across the shire
- Engaging others, relationship building, information transfer and the creation of tangible economic value and non-tangible values (These values include amongst other things: Social Return on Investment, Solution Value and Incremental Market value)
- Engaging the critical connections and their networks in the ULSC regional development. These networks and connections include businesses, industry groups, community representatives, educational entities, research facilities and government at all levels – local, state and federal
- Developing a 'strategic doing' framework rather than a strategic planning approach to project development across the shire, developing human knowledge capital and trust while deepening collaboration. The ULSC Economic development action agenda consists of the following features:

Tale 1.

Technology	Shared Assets	Tourism
Land Use	Core Function (Economic Development)	New Knowledge
Population Attraction	Infrastructure	Community Connectedness
Investment Attraction	Training and Education	Research

Each feature in the platform provides labels and structure to support the 13 key projects, as well as incorporating or not, the remaining 63 ideas generated during the exercise.

The features are not mutually exclusive, for example:

- Land Use, Population Attraction and Investment Attraction are all features addressed by the LEP Review Working Group, Town Planning Project
- Technology, Shared Assets, Research, Training and Education and New Knowledge will be features that are pertinent to – The 5G Network and the Crookwell Green Innovation Technology Hub initiatives
- Community Connectedness, Investment Attraction and Tourism will be features that underpin the Living Well project the Hillclimb event and the Vintage Car Museum.

The two critical issues to be addressed urgently are:

1. Having the right leadership structure to facilitate economic development across the shire

And

2. The Review of the LEP as most of the strategic level projects rely on this for their advancement and implementation

The key recommendations:

- Empower the Economic Development Task Force Committee to review economic development strategies for the Upper Lachlan Shire. Also, to act as an umbrella group, for other organisations who are seeking to increase job opportunities.
- Advise the Economic Development Officer on economic development opportunities.
- Facilitate representation by developing a Network Business Model across the region and coordinate and reduce duplication.
- Set project priorities and present them in a disciplined manner to the ULSC via the Economic Development Task Force, for business case development, endorsement and support.
- Establish an economic development 'HUB' (Knowledge Capital Network structure) with a defined leader (Chair of The Economic Development Taskforce). The purpose of the HUB is to coordinate the networks and facilitate the progress of activities.
- Define a clear, commonly-shared vision, underpinned by a set of values and principles to maintain the integrity of the entity (See ULSC Economic Development Taskforce – Committee Charter). Clear direction and objectives are critical as project ideas come to fruition and need to be prioritised and promoted to state and federal government entities.
- Manage the future of economic development across the shire by inputting into the LEP review as a matter of urgency.
- Set up a ULS Council of Young People to provide a pathway for the engagement of young people and enabling the development and mentoring of young people and promoting their leadership capacity and capability.

- Establish an evaluation mechanism across the lifecycle of the various projects (e.g., feasibility, business cases, results and outcomes) to ensure transparency and proper execution.

The main constraints and issues to be addressed:

- Land use and zoning within the shire is a barrier to development.
- Unclear pathways for support, endorsement and enablement of projects by ULSC.
- Low stakeholder commitment.
- Low levels of financial capital.
- Infrastructure limitations, especially communications infrastructure.
- Moderate community engagement in projects and ideas.

Adopting the recommendations in this report will help to reduce these constraints.

6.0 CONCLUSION

The project has generated a rich tapestry of ideas and opportunities. Congratulations are due to the ULSC for supporting and enabling this economic development framework.

The human capital that exists in the shire is impressive and continually needs to be engaged, enabled and evaluated.

The data generated and the information processed in The Preliminary Workshop Report, combined with this Final Report, should be incorporated into the Economic Development Agenda.

The ideas and projects will need to be further processed, synergised, expanded and incorporated into the features of the platform over the next 3 - 5 years.

Strong leadership at the ULSC level, supported by a structure that ensures project execution will facilitate success.

Acknowledgements

Development Impacts sincerely thanks the ULSC and The Economic Development Task Force engaging us in this very worthwhile project.

In particular, we would like to thank Richard Opie and Brenda Proudman for their wise counsel and support.

The project proponents and all the participants have been a delight to work with.

We wish you every success!

Collector Community Association Inc.

"The collective voice for Collector."

Collector RV – site suggestion.

Collector Community Association Inc. (CCA) recognise that a lack of tourist accommodation in the village of Collector is a limiting factor to growing the local hospitality industry. One aspect of tourism accommodation that could easily be addressed is the creation of a short stay Recreational Vehicle (RV) camping area similar to the one established at Barber Park in Gunning.

The economic benefits to the local hospitality industry of having a short stay RV camping area at Collector would be considerable. Furthermore, the organising committee of the annual Pumpkin Festival consider the establishment of a short stay RV area as a necessary requirement for compliance for future events.

While a short-term solution may be to use the Collector Oval as a camping area, it is not generally considered as a long-term solution on grounds that the Collector community has aspirations to develop the Oval for sport and recreational purposes.

The CCA has established a community feedback table at local Market Days to gather ideas from the public and canvas local issues. The subject of a suitable site for a local RV camping area has been raised a number of times and several alternate sites to the Collector Oval have been proposed. One site near the Church Street Community Park that has considerable merit has been pointed out to the CCA and we would like to take this opportunity to propose that it be fully investigated by the broader community and Council as a possible RV Short stay camping area.

A section of Short Street that was formerly the Federal Highway and until recently used as a Council stockpile site for blue metal has been identified as a possible site for the Collector Short Stay RV Camping Area.

This section of Short Street forms one side of a triangle connecting Church Street and Surrey Street. Access is available from both streets but it is easier to access by vehicles from Surrey Street.

It is approx. 30 m wide and 120 m long with an area of approx. 3700 square metres, providing adequate space for at least 20 campervans. It is reasonably flat, well drained and possess no obvious impediments to developing as a short stay RV camping area.

The site has power and telephone services running along one side and is also well above all identified flood levels and clear of all overland flow paths.

The site is located on the edge of the village and would have minimal impact on residential properties. It is also located close to the Federal Highway Exit and the Breadalbane Road.

While no amenities presently exist at the site it would be envisaged that suitable facilities could be constructed in the not to distant future if the proposal was accepted. The provision of a public amenities block adjacent to the northern entrance to the village would also be desirable from a broader community perspective as they would provide a better

Collector Community Association Inc.

"The collective voice for Collector."

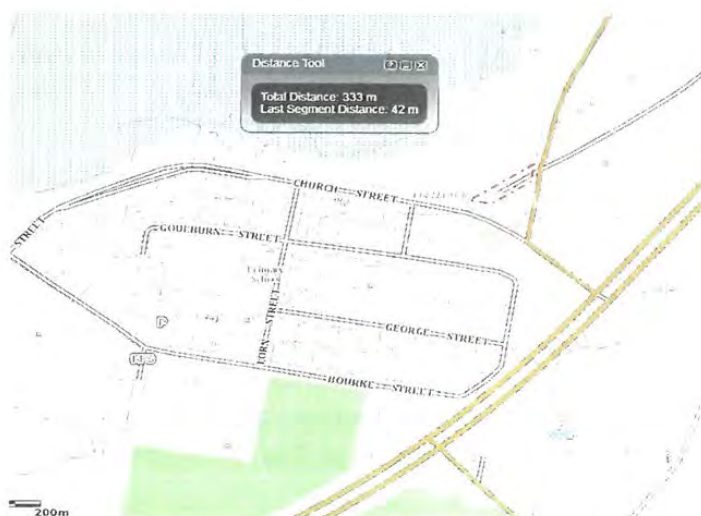
option for visitors travelling through the village (highway traffic) than using the toilets at the Collector Oval and thus adding to the increasing volumes of traffic presently using the residential streets of the village.

The following images provide a visual depiction of the proposed site and map details of the location in respect to the village and highway access.

Fig 1: View from Church street end looking east towards Surrey Street showing a flat site that was once the federal Highway. Council stockpile for blue metal dump has now been removed by Council and future use as a stockpile site is strongly opposed by the community on aesthetic and environmental grounds.



Fig 2: Cadastral Map showing location of the proposed Short Street site and proximity to Breadalbane Road and Federal Highway.



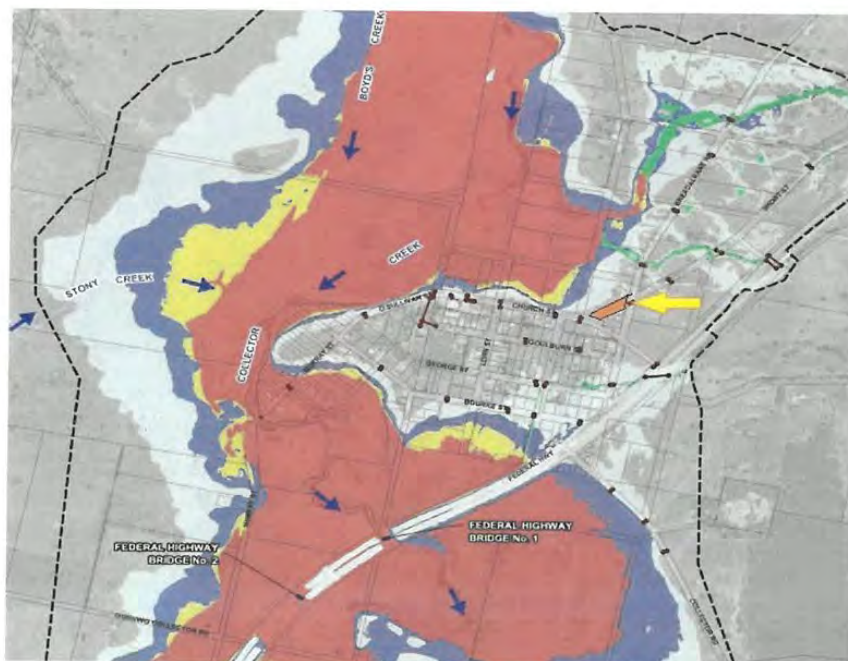
Collector Community Association Inc.

"The collective voice for Collector."

Fig 3: Satellite view (source Google Maps) – enhancements: orange line indicates property boundary and yellow line indicates location of overhead power line and approx. location of underground telephone lines.



Fig 4. The Short Street site would be well clear of all types of flooding, including riverine and overland flow paths as identified in the Upper Lachlan **Floodplain Risk Management Study and Plan**. (The Short Street site is highlighted in orange and identified with the yellow arrow.)





Taralga Historical Society Inc
83 Orchard Street
Taralga NSW 2580



President: Michael Chalker 4843 5975
Secretary: Graham Lambert 4843 8187
Treasurer: Glennis Wright 4840 2215

Aim: To preserve history of Taralga & District for future generations

Newsletter No 3, 2019

Presidents Report : September 2019

Well, hello again, we've had very little rain in the region, however, a significant snowfall has provided some valuable moisture.

Visitations to the Museum have been reasonable, with book sales being the main revenue generator.

Mary Chalker has produced a book in excess of two hundred pages of text and photos detailing the history of the Chalker families in the Taralga District. It is a great read and can be purchased at the Museum.

At the last meeting the need for additional display and storage areas was discussed. I am pleased to advise that for a very good price we purchased sufficient materials to allow us to extend the shed adjacent to the Fernbank School, rearwards 5m x 13m and fit roller doors to the front.

To assist with this extension we have received a grant totalling \$5,800 to pour concrete slabs for the extension and the existing internal structure. At this stage and depending on availability of helpers, work will commence soon.

As noted in our last newsletter, we were continuing to pursue Upper Lachlan Council in regard to the narrow pathway leading to the toilets at Masonic Hall. Council has recently extended the width of the pathway. (It pays to be persistent) Thank you to the Council.

Thanks to Lee Corby we have a significant new exhibit to add to our cultural heritage exhibits - an axe discovered by Lee's late father Geoff McIntosh on his property at Myrtleville. We encourage members who have other significant cultural artefacts to consider adding to the Museum's collection.

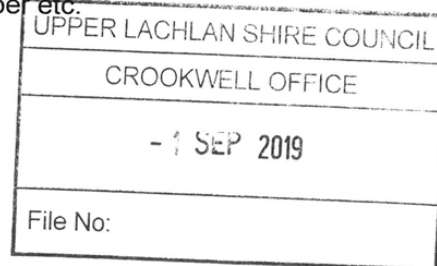
As stated in the previous newsletter, we will need much help to ensure that the Historical Society's contribution to the 200 YEARS celebration is successful.

If you are able to assist in any way, please call Mick on 4843 5975.

Please see attached brochure outlining the weekend events - not listed is the Irish band Mountain Dew, who will be playing in the Museum grounds on Saturday from 12 till 3pm. There will be a coffee van, scones, damper etc.

Cheers

Mick



TASTE OF TARALGA FESTIVAL OCTOBER LONG WEEKEND



The annual TASTE OF TARALGA FESTIVAL showcases the Taralga township through a multitude of events featuring Music, Food, Culture and Fun. The theme for this year is celebrating the 200 year anniversary of the first Europeans to pass through the area now known as Taralga.

Schedule of Events

Saturday am

Flag Laying Ceremony at Bana Lake
Taralga Fun Run
Classic Cars Muster
Street Markets with music by Jamie Agius

Saturday pm

Official Ceremony of Historical Society
Saturday Night Dance with music from Ian Baxter Band and The Corby's

Sunday

Street Parade
Country Fair with old time sports
Market Stalls
Live Music
Camp Owens
Rugby League Grand Final Televised

All Weekend

Historical Society will be open
Shearing and spinning demonstrations
Historical Photo Exhibition
Commercial Stores Spring Poppas
Taralga Wildlife Park
Richards Homestead
HOP ON/HOP OFF BUSES



Visit www.tasteoftaralga.com
for more information about the event.
For inquiries call 0693 717 855
or email admin@tasteoftaralga.com.

ALL MEMBERS PLEASE NOTE:

THAT THE OCTOBER WEEKEND OF THE 5TH & 6TH
is the celebration of 200 years since Charles Throsby's party including
Aboriginal Guides passed through the district.

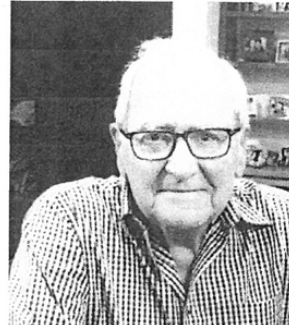
I therefore seek the support of all those members who are able to assist in
ensuring that we have a successful weekend.

Please let us know of your availability - MICK 4843 5975 GRAHAM 4843 8187

Vale



Doris (Kit) Cosgrove
6.1.1925 - 17.4.2019 - 94 years
 Wife of Cecil (dec)
 Mother of
 Peta, Trevor, Stephen



Patrick Corkhill
18.6.2019 age 81 years
 Husband of Helen (Connor)
 Stepfather of
 Alex, Adrienne, Tom



John Divall
29.6.2019 age 81 years
 Husband of Rose (Wright)
 Father of
 Jacki, Mick, Kim, Andy



Denise Keatley
 nee Cunningham
29.6.2019 age 71 years
 Sister of Carmelle, Terry,
 John(all dec) Margaret, Joan

Pat (Una Grace) Woods
 nee Blay
2.7.2019 age 92 years
 Wife of Dick Woods (dec)
 Sister of Bob and Mary, and
 Letty, Rose, Beattie & Esme - all dec

Edward (Ted) McAlister
2.7.2019 age 86 years
 Husband of Dulcie
 Father of
 Shane and Bernadette

Gwen Anderson died 2 July 2019 in Canberra aged 89 years
 Gwen was the wife of Stuart (dec) and formerly lived in Goulburn and Crookwell.

Gwen and Stuart were noted Historians and often worked with our Society.

They recorded the graves in local and district cemeteries and on rural properties among many other notable history recordings.

Vale

Valerie Lang
 July 2019 age 88 years
 Wife of Neville (dec)
 Formerly of "Bendook"
 Buried at Oberon

Nola Helmers (Utting)
 nee Lang
 25.7.2019 age 92 years
 Sister of Albert Lang
 Buried at Gungahlin ACT



Margaret Keg (nee Lang)
 July 2019
 Daughter of Hugh & Violet
 Sister of Warwick, Barry,
 Prue and Jim



Norma Berry
 19.8.2019 age 95 years
 Wife of Norman (dec)
 Mother of
 Annemarie, John, Susan
 Argyle Hotel 1955 onwards

Bill O'Keefe
 21.8.2019 aged 83 years
 Husband of Pat (Cummins)
 Burial at Crookwell

THE STONEQUARRY CEMETERY 355 COMMITTEE

Invite you to visit sometime, perhaps over the long weekend in October to see the massive renovations that have been made at the Cemetery

It started many years ago with Margaret Lang and her team removing the 'section fences' and cleaning up the grounds.

Laurence Chalker who we all know renovated the Bannaby Cemetery was 'conned' in some 4 years ago to do a 'small job' out there, he has been there ever since with his band of willing helpers.

The graves were all covered in that awful moss type leichen, and most lettering was impossible to read, some headstones broken, some non existent.

Work that has been done

- Grave structures have been cleaned and repaired
- Lettering has been replaced - a few marble headstones still to go
- Repairs have been carried out on broken headstones - a few more to go
- Re-sheeting graves
- We have researched and found nearly 190 unmarked graves that we have placed cement headstones on soon to have a plaques fitted with personal details
- Grounds have been improved

We have been successful obtaining a Grant from the Windfarm which is fantastic - this will pay for half the plaques, and we have submitted another grant application to another benefactor for approval.

Stonequarry Cemetery has been listed on internet for many years - it was done by Barry Stephenson who put a lot of hard work into it. After our research, Barry is adding grave nos and row nos to make it easier to find who you are researching. Editor

Goulburn Evening Penny Post, Thursday 26 June 1890

LEIGHWOOD

(From our Correspondent)

A RELIC OF THE DARK AGES - Mr T. Grundy, of Boree Creek, has discovered an interesting relic, once a treasured prize of an Aboriginal King, viz., a breastplate of bronze bearing the following inscription: -

“King John Manggamo, Chief of the Guranganlow Tribe, Argyle”.

The plate is in the usual half-moon shape, and in the left hand corner is a blackfellow taking aim with a gun at a kangaroo that is sitting in the opposite corner. The plate is of excellent workmanship, and the engraving shows as plain as ever after being cleaned. It was found in a mound raised by white ants, but some portions of rotten wood show plainly that a large tree once stood on the spot, and it is probable that sixty years have passed since the plate was made, as the oldest resident here has no recollection of a king bearing the above name. The last king that inhabited this part of the district was Miranda, chief of the Burra Burra tribe, and he has been dead 38 years.

A great many places in Argyle still bear the names given them by the aboriginals, but Guranganlow I have never heard of.

In the same place with the plate, was found a tinder box, a short clay pipe, and several pieces of tin. The tin articles are in a fair state of preservation, and this leads one to the conclusion that the plate was originally in the cavity of a tree. It is possible that the bones of this sable monarch are resting near this spot.

This part of the district was once a favourite resort of the blacks, owing to the great numbers of fish that were once in the rivers and creeks. It was almost an every day sight 40 years ago to see a tribe of from 40 to 60 blacks of all ages and sexes, but today we have not one left of any age.

The last of the Burra tribe seen in this district were two gins - Charlotte and Jemima. Jemima died at Boree Creek 18 years ago, and Charlotte left soon after and I have not heard of her since. Jemima was married to George, the only son of Miranda, but he (George) never bore the title of king for the reason, I presume that there was so few of his tribe left to govern.

Goulburn Evening Penny Post 1902

The breastplate of 'Mulwaree Tommy' also known as "King of Cookmai" was found on a property at Taralga.



Example of a Breastplate

Pioneering Days in the Sunny South - by Charles McAlister

The three Tribes of Argyle were:

1. Mulwaree 2. Tarlo 3. Burra Burra

Burra Burra were most warlike. Their country included the Abercrombie district, Taralga and Carrabungla.

The Leader of the Burra Burra Tribe was King Miranda who died in 1849.

Large antheaps as old bushmen will remember were the favourite "cemeteries" of the blacks, and in such a cemetery old Miranda was buried.

It is about one and a half miles from Paling Yards, Abercrombie.

The blacks made a round hole in the antbed, and put Miranda's body into this grave in a sitting position. This practice is best explained in their own words: "sit down blackfellow, jump up white fellow". This idea or superstition being apparently a spiritual impression of ancient origin.

The dead King's body was wrapped in his possum-rug, and his weapons (spears) etc were buried with him.

We were often cautioned by old aborigines not to go near the blacks when they were burying their dead, as they objected to the attendance either of strangers of their own race or of whites as those solemn rites.

The Burras fenced old Miranda's grave in roughly with forks and long saplings for rails, and then on all the big trees around they cut the old fellow's native "coat of arms", and some of them marked the trees with a representation of the tattoo marks they bore on their arms and breasts. This, I suppose was to proclaim the fact that they were present at the (to them) historic burial.

The last time the Author saw this grave it was nearly level with the surrounding country, but it was originally a "sugar-loaf" shaped antbed.

Sydney Mail and New South Wales Advertiser Saturday 3 September 1887

THE TOURIST
Concerning Taralga and District

By The Scout

The district of Taralga, traversed by the five roads, is about 600,000 acres in extent, of which nearly 200,000 acres are either freehold or conditionally purchased - the 400,000 acres being Crown lands, much of which, Taralga says, would be taken up and turned to good account if it could obtain a railway into the district.

A considerable portion of course of the 200,000 acres is used for grazing purposes, there being over 100,000 sheep in the district mainly to be round in connection with agricultural holdings. Besides these there are some 15,000 head of cattle, 3,500 horses, and about 1,000 swine. Though much of the land is necessarily used for this large quantity of stock, the area under cultivation exceeds now, I believe, 10,000 acres, and that this is turned to good account will be acknowledged when I state that the figures supplied to me show that the cereal production of the district is about 50,000 bushels of wheat, 5,000 bushels of oats, some 2,000 bushels of barley, besides about 2,000 tons of hay and any quantity of straw - or, as one informant says, "an unlimited quantity", which unfortunately, however, appears to be generally habitually wasted.

In the rich red soil of the district, potatoes do remarkably well, nearly 15,000 tons being yearly grown, and there are instances of 10 tons being grown to the acre; while in favourable seasons there are paddocks which have produced 60 bushels of wheat to the acre.

In the heart of this district is the McArthur property, exceeding 20,000 acres, and original grant to James McArthur in 1853. A good proportion of this land is under cultivation, and upon it are settled 50 families. Most of these tenants became so from 10 to 20 years ago, obtaining, I understand, a 20 years' lease at 1s. per acre. I can imagine the eyes of some of my coast friends opening at the idea of good, cleared agricultural land being rented at 1s. (shilling) per acre. As the leases fall in, now, however, 4s., and I think in some instances 5s., per acre, is being fixed as the rental. The farms of the tenants and settlers generally average about 500 acres, though there are some considerably larger, and others much smaller. The rents on the estate being so moderate there is contentment and good work done on the soil, but there appears, perhaps naturally, to be a disposition in regard to buildings to make what exist suffice, though I must in fairness state this is a disposition I often find in the C.P. (conditionally pardoned) settlers and freeholders throughout the bush. The home of the McArthurs was at Richlands, a station about five and a half miles north of Taralga, where now Mr. Jamieson lives, and runs 10,000 sheep, renting the portion of the estate that is attached to the old homestead. The house is a fine type of the old style of stone building, having many rooms, a stone paved quadrangle, numerous outbuildings, all mellow with age, and built for a large family and an army of servants. Around the fine old orchard and prolific gardens is the most splendid hawthorn hedge I have seen out of Devonshire, while all the old English fruits, flowers and vegetables flourish at Richlands.

The country for 15 miles around Taralga is generally exceedingly good, that is, fit for cultivation or first class pasture. It is very irregular, being a constant succession of high land and low land. There are two singular instances of Nature's eccentric handiwork in the district - to one I have made reference (in previous article), viz., the Wombian Caves; the other is situated about two miles N.N.E., from the town, and is called Corroborree. Having reached the vicinity of Corroborree, you ascend a ridge of the range some two to three hundred feet above the beautiful neighbouring gullies. Traversing this ridge, all but denuded - and naturally so, apparently - of timber, though deep in splendid grass, you reach its abrupt termination to find, that at that termination, Nature has at some time or other apparently taken a contract for stone-breaking, there being myriads upon myriads of stones, from a small pebble size to many tons, but all having various faces, and sharp corners and edges. Just before reaching the end of the ridge, you come upon what I cannot conceive to be other than the double crater of an old volcano. Lining the sides and down into the depths of these strange huge pits, are hundreds of thousands of these stones as sharp as though only broken last year. There appear to me to be two depressions, though there is not so defined a crater edge dividing the two - the one from the other - as there is enclosing and running around the two together. I did not measure the dimensions, but from memory I should say the combined depressions are about 400 feet long, 150 feet across, and 60 or 70 feet deep. The length runs transversely to the ridge. Descending the crater, and ascending the opposite side, you find yourself upon the summit of the outer wall of the volcano - if volcano it has been - and looking down a steep of several hundred feet that makes you for the moment hold back in case you are unwarily shot down upon, and roll to the bottom of, in places the all but perpendicular avalanche of millions of irregular stones. Mr. Loder, who was my cicerone when I visited Corroborree, had not heard of any theory accounting for the existence of the depression and stones, the latter being entirely confined to this one spot. Neither could I ascertain why the spot was called Corroborree. It should be a subject of considerable interest to the geologist. *(It was an Aborigine meeting place so named by them)* Colonial visitors to the Indian and Colonial Exhibition found the name of Taralga to the front so far away from the little town, for Messrs Wearne and Whiting sent fruit, Mr Davey sent cereals, Mr Loder fur skins and Messrs Denning and Son leather as exhibits; and I believe the two latter exhibits are to be transferred to the Imperial Institute. It is only natural to find in a district of the character of Taralga an agricultural society, and I am glad to say it is vigorous and flourishing. The society was established in 1880, and has annually held shows since. At the show this year there were 630 exhibits, to see which there came 1500 visitors, and the sum of £145 was awarded in prizes. The president for the year is Mr J.J. Hughes, the secretary Mr T.J. Loder, and the treasurer Mr W.H. Whiting; the three offices being happily divided between agriculture, banking and commerce. The previous president of the society was Mr P. Mooney, of the Meadows, an extensive farmer and stud owner. Amongst other valuable blood sires Mr. Mooney has Moonshee, a superb brown horse, standing 16 hands, which in 1885 won £1200 in Melbourne for Messrs Robertson Brothers. Giving in however, on the off fore leg, Mr Mooney became his purchaser for 200 guineas. No celebrated a horse as Lord Cleveland, the best horse ever got by Duke of Cleveland, imp., also stood in Mr Mooney's stables for three years,

when he sold him for £350. Mr Mooney has a fine youngster now, with some Cleveland blood in him, in Young Lord John., by Lord John imp., out of first sister to Lord Cleveland, and other valuable bloods that make it a pleasure to visit his stables.

The showground is a pretty one, about a mile out of town, on the Goulburn side, and the society has erected a good building, and are planting young trees and flowering shrubs.

Plumbago (*old fashioned name for Graphite*) has been found in the ranges not far from the town, and there is gold in and around Werong Creek, some 10 miles distant; but there is no mining carried out in the district. It is probable that in a few years the grain bearing area of the Taralga district will be greatly increased, and it will become of increasing importance as a source of supply for the grain markets of the colony, and I hope before long of the old countries also.

Crookwell Gazette Wednesday 7 November 1951- extracts from the Sydney Mail 1887

TARALGA IN THE EIGHTIES - 1880's

Taralga is 29 miles north-east from Goulburn; the road for the most part, is good and broad, though here and there badly requiring metal, and here and there having long and steep hills, which make the 29 miles 40 to a heavily loaded dray. Eleven miles on the road you pass through the pleasant pastoral and agricultural district of Chatsbury, a name formerly associated with that of Sir Charles Cowper, the father of our popular high sheriff and of our manhood suffrage who, a generation ago, had Chatsbury for a sheep and cattle run. Now a score or so of smaller graziers and agriculturists are prospering on the land. Approaching within eight miles of Taralga you enter the Strathaird estate, which comprises 9310 acres, and, like the Macarthur estate, consists of some of the best land in the colony.

There are five main outlets for Taralga, along which roads are the settlers of the district - north towards Bathurst, south towards Goulburn, east to Bannaby and Moss Vale, west to Laggan, Crookwell or Burrowa, and north-west to Golspie, Tuena and Orange.

TARALGA - OLD VILLAGE

The town of Taralga itself has a very pretty, old-fashioned, village look, due to the existence of old stone brick houses, gardens, and poplar, pine, and other trees, and to the fact that in parts small cultivated paddocks project into the town itself.

The situation of the town is very fine, noble ranges of hills, in places cultivated to the summit and fruitful valleys surrounding the extensive slope upon which it stands, the Corroborree Creek winding along through the lower portions. The town dates back about 35 years, and to aid in its formation the Macarthur family cut up into two acre blocks and sold publicly a section of land where part of the town now stands.

ORIGIN OF NAME

The origin of the name Taralga is not the clearest, but pretty as it is, it is generally believed to have originated from a slurred pronunciation of the words "Trial Gang", used in the earlier and not so good old times. The streets

are laid out at right angles, though the bulk of the inhabitants are to be found along the two which run north and south; and here of course are to be found the principal storekeepers Messrs W.H. Whiting, Joseph Whiting, T. Moloney and five others, and also the indispensable blacksmiths, baker and saddler. On the flat, on the east side are the flour mill and the tannery. Comparatively small though the tannery is Messrs Denning and Son are amongst the largest tanners of marsupial skins in the colony, over 10,000 skins having been purchased for tanning by them last year.

THE CHURCHES AND SCHOOLS

Public worship is provided for by three edifices, belonging respectively to the Church of England, the Roman Catholic and the Presbyterian bodies. The Rev W.M. Martyn, the Church of England clergyman, has a well-built parsonage on the side of one of the hills, with a superb outlook over the surrounding country, while Father O'Dwyer and the Rev James Gray visit Taralga from Crookwell and Goulburn. There is also a pretty convent school, which numbers some 70 children; and there is of course, a good public school, where Mr Roland Price trains 60 or 70 young Taralgians.

The banking requirements of the town and district are met by a branch of the N.S.W. Banking Company established in 1878, though the bank authorities have by no means sought to overawe the district by any display of architectural magnificence. "The Bank" consisting of a couple of most barely furnished offices at the end of a pretty rustic house, in a retired part of the town where resides Mr T.J. Loder, the active manager, whose interest in things Taralgian equals that of a native of the place. Mr Loder's assistant accountant is Mr Hancock. At the post and telegraph office Mr Thompson very efficiently and obligingly officiates, and there are well-built police quarters, lock-up and courthouse with a senior constable and trooper in charge.

TOURIST VISITORS

As besides the settlers who visit the town, and those from elsewhere who come on business, there are numbers of people yearly who pass through it to visit the remarkable Wombian Caves. It is of importance that Taralga should have hotel accommodation and the travelling public have choice of four hotels, the Richlands, the Royal, the Argyle and the Commercial - and there is an aerated-water manufactory

Note the difference in spelling then to now

GEORGE AND ALICIA (PENTLANDIN) MARTYR



1847 - 1864

3a.

RICHLANDS (ESTATE MANAGEMENT) - GEORGE MARTYR and reference to GOULBURN - TARALGA SURVEY -
ALICIA & MARIA PENTLAND - WILLIAM STEWART & CHARLES HENRY CASWELL - CATHOLIC
CHURCH (TARALGA)- REV. JAMES SAMUEL HASSALL - JAMES RICHARD STYLES - JOSEPH MARTYR

Extracts from Family Research carried out by Alan Charles Bolton (unpublished)

"" George Martyr came to Australia in 1847 ... to take up the post of Superintendent of the Macarthur's Estate, 'Richlands', near Taralga. In Sydney he met and married Alicia Pentland in 1848 and together they lived at 'Richlands' for 13 years or until 1860 (sic) when he moved in to Goulburn and began his practice as a surveyor and land agent While in Taralga, George Martyr is credited with having 'put into order the huddle of huts and work places' which was Taralga. 'He surveyed the area and set out town building blocks and streets' In 1860 George Martyr became first a surveyor and land agent and later, Goulburn Town Clerk in 1868 (acting) and again in 1870. He was also, at one time, Reporter on the Goulburn Herald and Editor of the Goulburn Penny Post in 1879.... He was Secretary of the Volunteer Corps and an Alderman of the City for many years. The Goulburn Saleyards were planned by him. In 1857 when Governor Dennison visited Goulburn, there was a Ploughing Match as part of the entertainment, with 20 teams entered. The judges of the contest were George Martyr of 'Richlands' and James Richard Styles of 'Reevesdale', Bungonia Joan (Twynam) told me: 'I met a man at the Taralga Show (1986) who was investigating the history of the Roman Catholic Church in the Goulburn and surrounding district. He, Mr. Austen Mooney, said that in 1859 there was held a meeting of Roman Catholics to discuss the building of a church in Taralga. The man who acted as Chairman for this meeting was Mr. George Martyr, Manager of Richlands Estate. It was moved at the Meeting, that in appreciation of the way Mr. Martyr chaired the meeting that he be presented with a medal' George Martyr's life was distinguished for his service to Goulburn and District. George's only son Joseph (born at Richlands) also excelled, but in a very different way! ... Joseph was born .. on 5th August 1857 ... apparently ... a most colourful and resourceful bushman (Ref. 'Adelaide Register 6th July 1928). ""

Some Visitors to the Martyrs at Richlands during the 1850's

c. 1850 Rev. James Samuel Hassall visited the Martyrs at Richlands: "I found him and his wife very hospitable people" (Ref. Angela Lind, Killara)

22nd February 1853 The marriage took place at Richlands between William Stewart Caswell and Maria Anne Pentland, sister of George Martyr's wife, Alicia; Caswell Drive in Canberra is named after Charles Henry Caswell, the son of William and Maria Caswell; he was short-listed in the competition for the design of Canberra. (Ref. Angela Lind, Killara)

31st AUGUST**10AM WORKING BEE****2PM MEETING to organise October 200 celebration rosters****Taralga Historical Society Members Duty Roster****Please note opening hours (unless otherwise advised) are
10am to 2.30pm inclusive****September**Saturday 7th Judith Matthews, Matt & Vicki Chalker, Alan RobertsonSaturday 14th Mick & Annette Chalker, Peter DaviesSaturday 21st Annette Chalker, Judy Chalker, Pat MurraySaturday 28th Peter & Margaret McAlister, Tim Dowsley**October**Saturday 5th **We are looking for volunteers for shifts during the day**Sunday 6th Mick and Annette Chalker - **and any volunteers please**Saturday 12th Ken and Joyce Fleming, Laurie Halpin, Brian MoloneySaturday 19th Maureen Long, Joan Scott, Pat Murray, Elaine Connor, Tim DowsleySaturday 26th Chris Ainsworth, Graham and Sue Lambert, Brian Kelly**November**Saturday 2nd Margaret and Peter McAlister, Brian MoloneySaturday 9th Ernie Stephenson, Geoff Sieler, Judith Matthews, Laurie HalpinSaturday 16th Maureen Long, Joan Scott, Pat Murray, Elaine Connor, Tim DowsleySaturday 23rd Judy and Jeff Chalker, Brian Corby

Saturday 30 Glennis and Max Wright, Graham Lambert

DecemberSaturday 7th Judith Matthews, Matt and Vicki Chalker, Alan RobertsonSaturday 14th Mick and Annette Chalker, Peter Davies, Tim DowsleySaturday 21st Maureen Long, Joan Scott, Pat Murray, Elaine Connor, Tim Dowsley,Saturday 28th Peter and Margaret McAlister, Jim Dean, Robert Rabjohns

Folks if your name hasn't been appearing on the roster or you would like to do more, or less, please let me know. Please feel free to come along at any time. As well as dealing with our visitors, we undertake research, cleaning of the exhibits and maintenance of the grounds and infrastructure - we all have skills to share

Phone Mick Chalker 4843 5975 or Graham Lambert 4843 8187

Editor - Maureen Long

17 NOTICES OF MOTION

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

18 QUESTIONS WITH NOTICE

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

General Manager's Statement

Confidentiality

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

CONFIDENTIAL SESSION

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

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

RECOMMENDATION

That, in accordance with Section 10A(2) of the Local Government Act, 1993, the Public and the Press be excluded from the meeting to enable Council to determine Item 19.1 19.2 19.3 19.4 19.5 19.6 in confidential session for the reasons indicated:

Item 19.1 Additional Rebate for Undetected Water Leak - 80 Wade Street, Crookwell

This report is considered to be confidential in accordance with Section 10A(2a) of the Local Government Act, 1993, as it relates to personnel matters concerning particular individuals.

Item 19.2 Stronger Country Communities Round 2 - Active Village Project

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

This report is considered to be confidential in accordance with Section 10A(2d(ii)) of the Local Government Act, 1993, as it relates to commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council.

Item 19.3 Stronger Country Communities Fund Round 2 - Lights Football Action - Soccer Lights at Lin Cooper Field

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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

Item 19.4 Procurement of new Side Loading Garbage Truck for Upper Lachlan Shire Council

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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

Item 19.5 Procurement for bridge replacements - Design and Construction Quotations

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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

Item 19.6 Crookwell Aerodrome Development Update

This report is considered to be confidential in accordance with Section 10A(2c) of the Local Government Act, 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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

19 CONFIDENTIAL SESSION

The following items are submitted for consideration -

- 19.1 Additional Rebate for Undetected Water Leak - 80 Wade Street, Crookwell
- 19.2 Stronger Country Communities Round 2 - Active Village Project
- 19.3 Stronger Country Communities Fund Round 2 - Lights Football Action - Soccer Lights at Lin Cooper Field
- 19.4 Procurement of new Side Loading Garbage Truck for Upper Lachlan Shire Council
- 19.5 Procurement for bridge replacements - Design and Construction Quotations
- 19.6 Crookwell Aerodrome Development Update