



BUSINESS PAPER

ORDINARY MEETING

Thursday 20 August 2020

9:00am

Council Chambers Crookwell

TABLELANDS REGIONAL COUNCIL'S VISION

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

COUNCIL'S MISSION

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

COUNCIL'S AIMS

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

NOTICE OF MEETING

12 August 2020

Councillors

Dear Members

Ordinary Meeting of Council

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 20 August 2020** in the **Council Chambers Crookwell** commencing at **9:00am**.

Your presence is requested.

Yours faithfully



Colleen Worthy
General Manager
Upper Lachlan Shire Council

AGENDA

ACKNOWLEDGEMENT OF COUNTRY

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

1	NOTICE OF WEBCASTING/AUDIO RECORDING OF MEETING	
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	Nil	
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	Nil	
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	Twenty eight (28) questions were provided seeking answers from the General Manager.	
	Due to the significant resources required to answer all twenty eight (28) questions only eight in this report have been answered. The other twenty (20) questions have being deferred and answers to these will be provided at future Council meetings.	
	This decision is based on the Upper Lachlan Shire Councils Question With Notice Policy 3.1.4	
	<i>“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”</i>	
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19.2	Procurement of Two Trucks	
19.3	Crookwell Barbell Club	

UPPER LACHLAN SHIRE COUNCIL

LEAVE OF ABSENCE

General Manager
Upper Lachlan Shire Council
Spring Street
CROOKWELL NSW 2583

Dear Sir

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

Date:

I will be absent for the following reason/s:

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

Yours faithfully

.....
(Councillor Signature)

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

UPPER LACHLAN SHIRE COUNCIL

COUNCILLORS DISCLOSURE OF A PECUNIARY INTEREST

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

To the General Manager

I, _____

Declare a Conflict of Interest, being a PECUNIARY Interest.

Name of Meeting: Ordinary Meeting of Council

Date of Meeting:

Page Number:

Item Number:

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

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

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

to be held on the _____ day of _____ 20 .

Pecuniary interest

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

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

- ☐ The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise).
- ☐ An associated person of the councillor has an interest in the land.
- ☐ An associated company or body of the councillor has an interest in the land.

Matter giving rise to pecuniary interest¹

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

[Tick or cross one box]

- ☐ The identified land.
- ☐ Land that adjoins or is adjacent to or is in proximity to the identified land.

Current zone/planning control

Proposed change of zone/planning control

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

☐ Appreciable financial gain

☐ Appreciable financial loss

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

Councillor's Signature:

Date:

UPPER LACHLAN SHIRE COUNCIL

COUNCILLORS DISCLOSURE OF A NON-PECUNIARY INTEREST

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

To the General Manager

I, _____

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

☐ Significant

☐ Non Significant

COUNCIL MEETINGS

Name of Meeting _____

Date of Meeting _____

Page Number _____ Item Number _____

Subject _____

Reason for Interest _____

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

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

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

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

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

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

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

Signature

Date

5 CONFIRMATION OF MINUTES

The following minutes are submitted for confirmation -

5.1	Minutes of the Ordinary Meeting of Council of 16 July 2020.....	14
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UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 16 JULY 2020

PRESENT: Mayor J Stafford (Chairperson), Cr R Cummins, Cr P Culhane, Cr P Kensit, Cr R Opie, Cr D O'Brien, Cr J Searl, Cr J Wheelwright, Cr B McCormack, Ms C Worthy (General Manager), Miss K Dewar (Executive Assistant) and Ms S Pearman (Administration Officer)

VIDEOLINK : Mr A Croke (Director Finance and Administration), Mrs T Dodson (Director of Environment & Planning), Mr G Lacey (Acting Director of Infrastructure) and Mr C Gordon (Media Officer)

THE MAYOR DECLARED THE MEETING OPEN AT 9:01AM

SECTION 1: NOTICE OF WEBCASTING/AUDIO RECORDING OF MEETING

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

SECTION 2: APOLOGIES & LEAVE OF ABSENCE

NIL

SECTION 3: CITIZENSHIP CEREMONY

Nil

SECTION 4: DECLARATIONS OF INTEREST

Clr O'Brien declared a significant Non-Pecuniary interest in Item 19.1. Bridge replacement – Kangaloolah Road/Diamond Creek as he is works as a sub company of Divalls and will make the declaration, leave the Chamber upon making the declaration, and not return until the matter is resolved.

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 16 JULY 2020

SECTION 5: CONFIRMATION OF MINUTES

Moved by Cr Searl and Cr Wheelwright.

That the minutes of the Ordinary Council Meeting held on 18 June 2020 be adopted.

Confirmation of the minutes were held in abeyance until Councillors had clarification from the General Manager in relation to the inclusion of the whole of Councils DRAFT Housing Strategy in the minutes.

Clarification was provided by the General Manager that Pages 18 – 134 should be excluded from the minutes.

109/20 **RESOLVED** by Cr Cummins and Cr Searl

That the minutes of the Ordinary Council Meeting held on 18 June 2020 be adopted with the exclusion of pages 18 – 134.

- CARRIED

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

Councillors who voted against:- Nil

SECTION 6: MAYORAL MINUTES

ITEM 6.1 MAYORAL MINUTE

110/20 **RESOLVED** by Mayor Stafford and Cr Searl

1. That Council receive and note the activities attended by the Mayor for June and July 2020.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 16 JULY 2020

Councillors who voted for:-

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

Councillors who voted against:- Nil

SECTION 7: PRESENTATIONS TO COUNCIL/PUBLIC

Nil

SECTION 8: CORRESPONDENCE

Nil

SECTION 9: LATE CORRESPONDENCE

Nil

SECTION 10: INFORMATION ONLY

ITEM 10.1 DEVELOPMENT STATISTICS FOR THE MONTH OF JUNE 2020

111/20

RESOLVED by Cr Searl and Cr Wheelwright

1. Council receives and notes the report as information.

- CARRIED

Councillors who voted for:-

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

Councillors who voted against:- Nil

ITEM 10.2-10.7 INFORMATION ONLY ITEMS

112/20

RESOLVED by Cr Searl and Cr McCormack

1. Council receives and notes items 10.2-10.7 as information.

- CARRIED

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 16 JULY 2020

Councillors who voted for:-

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

Councillors who voted against:-

Nil

ITEM 10.8

ACTION SUMMARY - COUNCIL DECISIONS

A motion was moved by Cr Cummins and Cr Opie

1. At the September Council meeting the Mayor presents to Council the current negotiated contract for the General Manager and a performance agreement setting out agreed performance criteria for Council consideration.
2. At the October Council meeting the General Manager prepare and submit to Council an action plan of key priorities for the forth coming year.

On being put to the meeting the motion was Carried and became the resolution.

113/20

RESOLVED by Cr Cummins and Cr Opie

1. At the September Council meeting the Mayor presents to Council the current negotiated contract for the General Manager and a performance agreement setting out agreed performance criteria for Council consideration.
2. At the October Council meeting the General Manager prepare and submit to Council an action plan of key priorities for the forth coming year.

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cummins, R
Opie, D O'Brien, J Searl and J
Stafford

Councillors who voted against:-

Crs P Kensit, B McCormack and
J Wheelwright

UPPER LACHLAN SHIRE COUNCIL
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ON 16 JULY 2020

REPORTS FROM STAFF AND STANDING COMMITTEES

SECTION 11: ENVIRONMENT AND PLANNING

ITEM 11.1 DRAFT COMPANION ANIMALS MANAGEMENT PLAN

114/20 RESOLVED by Cr Searl and Cr McCormack

1. Council adopts the Companion Animals Management Plan 2020.

- CARRIED

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

Councillors who voted against:- Nil

SECTION 12: INFRASTRUCTURE DEPARTMENT

Nil

A motion was moved by Cr Opie and Cr Cummins

1. To provide at August Council meeting an update on outstanding issues with the EPA and Council's plan to resolve these.

On being put to the meeting the motion was lost.

- LOST

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

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

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
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ON 16 JULY 2020

SECTION 13: FINANCE AND ADMINISTRATION

ITEM 13.1 DELIVERY PROGRAM BI-ANNUAL REVIEW 2019/2020
115/20 RESOLVED by Cr Searl and Cr Culhane

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

- CARRIED

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

Councillors who voted against:- Nil

ITEM 13.2 MAYORAL AND COUNCILLORS' REMUNERATION - LOCAL GOVERNMENT REMUNERATION TRIBUNAL
116/20 RESOLVED by Cr Searl and Cr McCormack

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

- CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
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ORDINARY MEETING OF COUNCIL
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ON 16 JULY 2020

ITEM 13.3 **REVIEW OF COUNCIL MOBILE TELEPHONE POLICY**
117/20 **RESOLVED** by Cr Searl and Cr Wheelwright

1. Council adopts the reviewed Mobile Telephone Policy.

- CARRIED

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

Councillors who voted against:- Nil

ITEM 13.4 **REVIEW OF COUNCIL SECTION 356 FINANCIAL ASSISTANCE**
118/20 **POLICY**
RESOLVED by Cr Searl and Cr McCormack

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

CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
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ON 16 JULY 2020

**ITEM 13.5 REVIEW OF COUNCIL SPORTING REPRESENTATION
DONATIONS POLICY**

119/20 RESOLVED by Cr Searl and Cr McCormack

1. Council adopts the reviewed Sporting Representation Donations Policy.

- CARRIED

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

Councillors who voted against:- Nil

SECTION 14: GENERAL MANAGER

ITEM 14.1 COVID-19 REPORT

120/20 RESOLVED by Cr Searl and Cr McCormack

1. Council receives and notes the report as information.

- CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
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ON 16 JULY 2020

ITEM 14.2 **WYANGALA DAM WALL RAISING PROJECT UPDATE**
121/20 **RESOLVED** by Cr Searl and Cr McCormack

1. Council receives and notes the report as information.

- CARRIED

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

Councillors who voted against:- Nil

ITEM 14.3 **CROOKWELL DISTRICT HOSPITAL - UPGRADE UPDATE**
122/20 **RESOLVED** by Cr Searl and Cr Wheelwright

1. Council receives and notes the report as information.

- CARRIED

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

Councillors who voted against:- Nil

ITEM 14.4 **CROOKWELL POOL - UPDATE**
An amendment was moved by Cr Searl and Cr McCormack

1. Resolves to in principle support of option two (2) - build a new pool complex at Crookwell.

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2. Allocate \$1.203.048 grant from federal government for community resilience and recovery towards option two (2) - build a new pool complex at Crookwell.
3. Reallocate the \$40k previously allocated to designing a heated pool towards option two (2) - build a new pool complex at Crookwell with possible staging
4. Seek funding from the state and federal government to realise this project.

On being put to the meeting the amendment was withdrawn.

A further amendment was moved by Cr Cummins and Cr Opie

1. Resolves to in principle support of option two (2) - build a new pool complex at Crookwell.
2. Allocate \$1.203.048 grant from federal government for community resilience and recovery towards option two (2) - build a new pool complex at Crookwell.
3. Reallocate the \$40k previously allocated to designing a heated pool towards option two (2) - build a new pool complex at Crookwell with possible staging
4. Seek funding from the state and federal government to realise this project.
5. Reallocate the \$30K previously allocated to developing and installing a storage tank and irrigation system to meet the requirements of the EPA to retain all backwash on site towards option two (2) - to build a new pool complex at Crookwell.
6. Re-allocate the proceeds of \$785,714 from the sale of Southern Phone company from Councils un-restricted fund towards option two (2) – build a new pool complex at Crookwell.

On being put to the meeting the amendment was lost.

- LOST

Councillors who voted for:-

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

Councillors who voted against:-

Crs P Culhane, B McCormack, J Searl, J Stafford and J Wheelwright

A Motion was moved by Clr Wheelwright and Clr Searl that:

1. Council resolves to support option two (2) - build a new pool complex at Crookwell

UPPER LACHLAN SHIRE COUNCIL
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2. Allocate \$1.203.048 grant from federal government for community resilience and recovery towards option two (2) - build a new pool complex at Crookwell.
3. Reallocate the \$40k previously allocated to designing a heated pool towards option two (2) - build a new pool complex at Crookwell.
4. Seek funding from the state and federal government to realise this project.

On being put to the Meeting the motion was Carried

123/20

RESOLVED by Cr Wheelwright and Cr Searl

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

- CARRIED

Councillors who voted for:-

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

Councillors who voted against:-

Nil

SECTION 15: LATE REPORTS

Nil

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

Nil

SECTION 17: NOTICES OF MOTION

Nil

UPPER LACHLAN SHIRE COUNCIL
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ON 16 JULY 2020

SECTION 18: QUESTIONS WITH NOTICE

Nil

Clr O'Brien left the meeting in accordance with his declaration and did not return to the meeting, the time being 10.15am.

CLOSED COUNCIL ITEMS

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

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

124/20 RESOLVED by Cr Searl and Cr Wheelwright

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

- CARRIED

Councillors who voted for:-

Crs P Culhane, R Cummins, P Kensit, R Opie, B McCormack, J Searl, J Stafford and J Wheelwright

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
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Council closed its meeting at 10:16am and the public, staff and press left the chambers.

125/20 **RESOLVED** by Cr Searl and Cr McCormack

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

- CARRIED

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

Councillors who voted against:- Nil

Open Council resumed at 10:22am.

Resolutions from the Closed Council Meeting

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

SECTION 19: CONFIDENTIAL SESSION

ITEM 19.1 BRIDGE REPLACEMENT - KANGALLOOLAH ROAD/DIAMOND CREEK

126/20 **RESOLVED** by Cr Searl and Cr McCormack

Council accepts the tender submission of Kenpass Pty Ltd to replace the Timber Bridge at Diamond Creek, Kangaloolah Road with alternative proposal of Concrete Bridge Structure for \$835,625.00 (Inc. GST).

- CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 16 JULY 2020

THE MEETING CLOSED AT 10:22am

Minutes confirmed 20 AUGUST 2020

.....
Mayor

6 MAYORAL MINUTES

The following item is submitted for consideration -

6.1	Mayoral Minute	30
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Mayoral Minutes - 20 August 2020

ITEM 6.1 Mayoral Minute

FILE REFERENCE I20/297

July 2020

20 July 2020	Wendy Tuckerman and General Manager Meeting with General Manager
23 July 2020	2GN Radio Interview
28 July 2020	Meeting with General Manager
30 July 2020	2GN Radio Interview

August 2020

3 August 2020	Meeting with General Manager
6 August 2020	2GN Radio Interview
10 August 2020	2GN Radio Interview – ULSC Flood / Road update
11 August 2020	Meeting with General Manager
13 August 2020	2GN Radio Interview NSW Regional Taskforce – Virtual meeting
17 August 2020	Wendy Tuckerman and General Manager Meeting with General Manager
20 August 2020	August Council Meeting
21 August 2020	Abercrombie Bridge Opening with General Manager

8 CORRESPONDENCE

The following item is submitted for consideration -

8.1	Correspondence items for the month of July/August	32
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Correspondence - 20 August 2020

ITEM 8.1

Correspondence items for the month of July/August

RECOMMENDATION:

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

1. NSW Office of Minister for Local Government - COVID-19 Local Government Stimulus Package - Emergency Services Levy 2020-2021 - 13 July 2020
2. NSW Department of Planning Industry & Environment - Local Strategic Planning Statement - Planning Portal successful upload - 21 July 2020
3. Office of Local Government Circular to Councils - 20-29 September 2020 Mayoral Elections - 4 August 2020
4. Cllr Ron Cummins – Letter of Resignation – 4 August 2020
5. Dalton District & Community Association – Skate park – correspondence and letter of support – 10 August 2020

ATTACHMENTS

1. ↓	NSW Office of Minister for Local Government - COVID-19 Local Government Stimulus Package - Emergency Services Levy 2020-2021 - 13 July 2020	Attachment
2. ↓	NSW Department of Planning Industry & Environment - Local Strategic Planning Statement - Planning Portal successful upload - 21 July 2020	Attachment
3. ↓	Office of Local Government Circular to Councils - 20-29 September 2020 Mayoral Elections - 4 August 2020	Attachment
4. ↓	Cllr Ron Cummins - Letter of Resignation - 4 August 2020	Attachment
5. ↓	Dalton District & Community Association - Skate Park - Correspondence and letter of Support - 10 August 2020	Attachment



The Hon. Shelley Hancock MP
Minister for Local Government

Your ref: F16/195-02
Ref: A706411

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

By email: council@upperlachlan.nsw.gov.au

Dear Clr Stafford

Thank you for your correspondence of 27 May 2020 regarding the COVID-19 Local Government Economic Stimulus Package and increase in the Emergency Services Levy for 2020/2021.

I have noted your concerns about this issue and the NSW Government acknowledges that this additional cost has presented challenges for councils, particularly those in regional and rural areas badly affected by bushfires and drought.

It is also acknowledged the importance of providing support for those emergency service workers who have given so much to protect communities. Our emergency services have long been funded through a cost sharing arrangement between insurers, councils and the Government. It is important that this support continues into the future to ensure we look after the health and wellbeing of our frontline firefighters.

That is why the Government included in the recent \$395 million economic stimulus package \$32.8 million to assist councils to meet the cost of the FY2020-21 increase in the Emergency Services Levy.

This funding included in the Stimulus Package enables councils to redirect funds to critical core services and deliver much needed financial support for local communities.

This payment adds to the \$13.6 million in grants councils received to contribute to the levy in 2019-20 and confirms that the NSW Government listens to the concerns of local councils and is committed to reducing the financial burden on councils.

I note that since the time of writing, Council has signed a funding agreement to enable access to parts of the COVID-19 Local Government Economic Stimulus Package, relevant to it needs. I am pleased with this comprehensive funding package announced by the NSW Government to support councils in managing through the COVID-19 pandemic.

Yours sincerely

The Hon. Shelley Hancock MP
Minister for Local Government

13 JUL 2020

GPO Box 5341 Sydney NSW 2001 ■ P: (02) 8574 5400 ■ W: nsw.gov.au/ministerhancock



**Planning,
Industry &
Environment**

IRF20/3401

Ms Colleen Worthy
General Manager
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581

Attention: Vivian Straw

Dear Colleen

I am pleased to advise that Upper Lachlan Shire Council's Local Strategic Planning Statement (LSPS) has been successfully uploaded to the Department's Planning Portal and therefore satisfies section 3.9 of the *Environmental Planning and Assessment Act, 1979*.

I would like to commend the work undertaken by Council in developing a comprehensive and informative LSPS. The document clearly articulates the vision for the Shire and provides direction for the future development within the Upper Lachlan LGA. It will provide a solid basis on which future land use planning decisions can be made by Council and the community.

Congratulations on this major achievement. We look forward to working with Council to achieve the planning priorities and actions in the LSPS.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Sarah Lees'.

21 July 2020

Sarah Lees
Director, Southern Region
Local and Regional Planning



Office of
Local Government

Circular to Councils

Circular Details	20-29 / 4 August 2020 / A713425
Previous Circular	20-25 <i>The date of the next ordinary local government elections is 4 September 2021</i> 20-28 <i>Rules on attendance at council and committee meetings during the COVID-19 pandemic as of 1 July 2020</i>
Who should read this	Councillors / General Managers / Governance staff
Contact	Council Governance Team/ 02 4428 4100/ olg@olg.nsw.gov.au
Action required	Council to Implement

September 2020 mayoral elections

What's new or changing

- Councils that elected mayors in September 2018 must have mayoral elections in September 2020 when the 2-year term of the current mayor expires. The mayor elected in September 2020 will hold their office until ordinary elections are held on 4 September 2021.
- Councils must also hold an election for deputy mayor if the deputy mayor's term has expired and county councils must elect a chairperson.

What this will mean for your council

- Schedule 7 of the *Local Government (General) Regulation 2005* prescribes three methods of election of mayors:
 - open ballot (eg a show of hands)
 - ordinary ballot, or
 - preferential ballot.
- Open ballots can be undertaken remotely where a council is conducting its meetings by audio visual link.
- Ordinary and preferential ballots are secret ballots and councillors will need to attend the meeting in person if the election is to be by way of an ordinary or preferential ballot.

Key points

- In deciding which method to use for the mayoral election, councils should consider the personal circumstances of their councillors to ensure that all councillors can participate in the mayoral election.
- Councillors may attend council meetings in person under the *Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 4) 2020* for the purposes of participating in a mayoral election and staff may attend for the purposes of conducting the election.
- Councils should observe appropriate social distancing when conducting mayoral elections and take any other steps necessary to minimise the risk of infection by the COVID-19 virus and to ensure the health and safety of all attendees.

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

Where to go for further information

- The Office of Local Government has issued a fact sheet on conducting mayoral elections which is available at <https://www.olg.nsw.gov.au/councils/councillors/mayoral-elections/>.
- For further information please contact the Council Governance Team 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
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

Clr Ron Cummins
47 Cowper Street
CROOKWELL 2583 NSW

5th August, 2020

General Manager
Colleen Worthy
Upper Lachlan Shire Council

UPPER LACHLAN SHIRE COUNCIL
CROOKWELL OFFICE
5 AUG 2020
File No:

Dear Colleen

SUBJECT: Resignation

I have been concerned for some time about many decisions being made by the majority of Councillors and the inconsistencies of these decisions. I believe that there have been decisions made that are not in the best interests of ratepayers and residents and do not represent a good use of Council funds. I also believe that these decisions are not in keeping with the communities' expectations and these decisions are sending Council on a regressive pathway.

The budget is not balanced. The majority of Councillors have voted to spend 90% of Councils 2020/2021 Capital Expenditure on roads and bridges with only 10% on the Community, the Environment and the Economy. That is why we are now in the unenviable position of having to close the Shires Swimming Pools for the 2020/2021 season.

Small businesses in the towns and villages and health services across the Shire are a forgotten necessity with the majority of Councillors recently failing to support small businesses coming out of the COVID 19 pandemic. In the 2020/2021 Budget, over the next 4 years Council will be spending ZERO dollars on Tourism Promotion and Business.

I was elected to represent all residents across all social levels. I was not elected to promote self-interest. I have been concerned by the number of people who have talked to me about the fact they feel they are not represented by and have been forgotten by this Council. They are particularly concerned that Council is not open and transparent in their dealings with the Community and are not accountable for their decisions and omissions.

A Councillor is accountable to the local community for the performance of a Council. General Managers are not elected; Councillors are; and the job of a good Councillor is to consider and contest advice, not take it without question.

The views expressed above are my personal views. However, I feel strongly that I need to be aligned with my values and act with integrity. If I continue to serve on Council I will be considered as one of the collective of Councillors and I no longer wish to be associated with a Council that fails to recognise the needs and interests of a diverse local community.

I was originally elected for a 4-year term and my 4 years are up. I never had the intention of standing again, younger more enthusiastic people are needed on this Council.


With the postponement of this year's elections the residents of the Shire have had their democratic right to express their concerns on the performance of this Council at the ballot box taken away from them.

I appreciate that not all will see this as I do and I apologise to those who voted for me in anticipation of change. I have not been able to meet your expectations, not for want of trying, but the numbers were always stacked against me.

As such, I will be resigning from Council at the conclusion of Councils Ordinary Meeting on the 20th August, 2020.

I request that this, my resignation, be included in the correspondence for the Council meeting on the 20th August, 2020.

Yours Faithfully


Ron Cummins 5/8/2020



ABN 81 011 241 552

Upper Lachlan Shire Council

All correspondence addressed to the General Manager, PO Box 42, GUNNING NSW 2581

Crookwell Office: 44 Spring Street, Crookwell NSW 2583

p: 02 4830 1000 | f: 02 4832 2066 | e: council@upperlachlan.nsw.gov.au | www.upperlachlan.nsw.gov.au

Gunning Office: 123 Yass Street, Gunning NSW 2581

p: 02 4845 4100 | f: 02 4845 1426 | e: council@upperlachlan.nsw.gov.au

Taralga Office: Taralga Community Service Centre, Orchard Street, Taralga NSW 2580

p: 02 4840 2099 | f: 4840 2296 | e: taralgacsc@upperlachlan.nsw.gov.au

File Reference: F20/5

10 August 2020

Maree Dowling

President

New Dalton District & Community Association Inc

Maree.dowling11@gmail.com

Dear Mrs Dowling

RE: Proposed skateboard facilities at Oolong/Fossil Park Dalton

Thank you for your letter requesting Council's support for a small skateboard facility at Dalton.

Council would be happy to assist with the project by supplying specialists from our Infrastructure Department to determine whether the preferred location is suitable for the installation of a skate park. A representative of this department will be in touch with you.

I will be able to assist your association with identification of suitable grants. I am happy to look over your applications and advise with budgeting and contingency information.

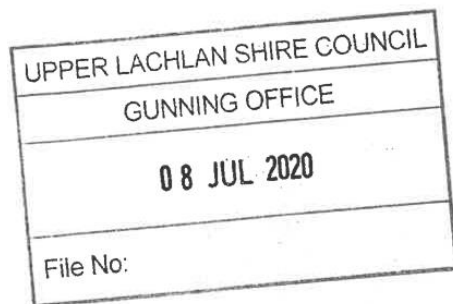
Although preliminary discussions have been undertaken, community consultation with close residents is required to ensure any objections are addressed, this will ensure full village support.

Please do not hesitate to contact me on 4830 1067 should you wish to discuss this further.

Regards

Linus Nesbitt-Hawes

Grants/Projects Officer



New Dalton District & Community
Association Inc.
Gunning Street
DALTON NSW 2581

27 June 2020

General Manager
Upper Lachlan Shire Council
PO BOX 42
GUNNING NSW 2581

Dear Ms Worthy

Re: Proposed skateboard facilities at Oolong/Fossil Park, Dalton

We are writing to seek Council's support of a small skateboard facility at Dalton.

So far, preliminary discussions have taken place with townspeople regarding construction of a skating facility in Dalton, and local residents have signed a petition in support of such a facility for our town's youth. The idea for a skate park was suggested by local children and parents after we advertised for expressions of interest from the community as to the type of facilities they would like to see in Dalton.

The aim is to provide local children with an opportunity to scoot/skate and have a place to relax after school and on weekends, without having to be driven by car into the nearest other parks in Gunning, Yass or Goulburn. Currently Dalton has an outdoor gym, a tennis court, and a small park with preschool-aged play equipment. The skate park would provide primary and high school children with a space for exercise and social connection.

We plan a small area of about 6 x 15 m concrete slab with two quarter pipe ramps at each end (one about 1.2m high, the other 0.8m high), and a small raised platform/pad in the centre to cater for beginner scooter riders/skateboarders. It could also be used for roller skating and children learning to ride bicycles. The other skate parks in the region do not provide well for beginners, and residents of Gunning have indicated they would travel to Dalton to use the skate park for that reason.

An initial quote for this project is \$55,000 (incl GST), obtained from Oasis Skate Parks, the contractors who have built similar facilities in Gunning. This is the cost of the skate park construction only, and does not include seating, shade or other facilities, signage or other contingencies. A kickstart grant from Acciona of \$1,000 has already been obtained to fund some initial planning for this facility. The Association supports this project and is willing to provide support either financially or through in-kind sponsorship.

We have identified a potential site for this project, which is a parcel of flat land at the rear of the tennis courts and cricket practice wall in Fossil Park. A map showing the possible approximate position of the skate park area is attached, but please note it is not precisely to scale.

We have attached:

- a draft plan of the skate park provided by the construction company and a copy of their quote
- a copy of the signed petition, and screenshots of local Facebook pages indicating further community support
- a copy of the Acciona grant letter

We request Council's support regarding approval for works and assistance in identifying suitable funding for this project.

We await your advice regarding Council's deliberation on this request.

Yours sincerely,



Maree Dowling
President
New Dalton District & Community Association Inc.

NIL

10 INFORMATION ONLY

The following items are submitted for consideration -

10.1	Development Statistics for the Month of July 2020	44
10.2	Monthly Biosecurity Activites Report	51
10.3	Investments for the month of July 2020	56
10.4	Bank Balance and Reconciliation - July 2020	60
10.5	Rates and Charges Outstanding - 31 July 2020	61
10.6	Grants Report	63
10.7	Action Summary - Council Decisions	68

Information Only - 20 August 2020

ITEM 10.1 **Development Statistics for the Month of July 2020**

FILE REFERENCE I20/343

AUTHOR **Director of Environment and Planning**

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

A standard monthly report providing Council with a summary of the development control activities that have occurred in the month of June 2020.

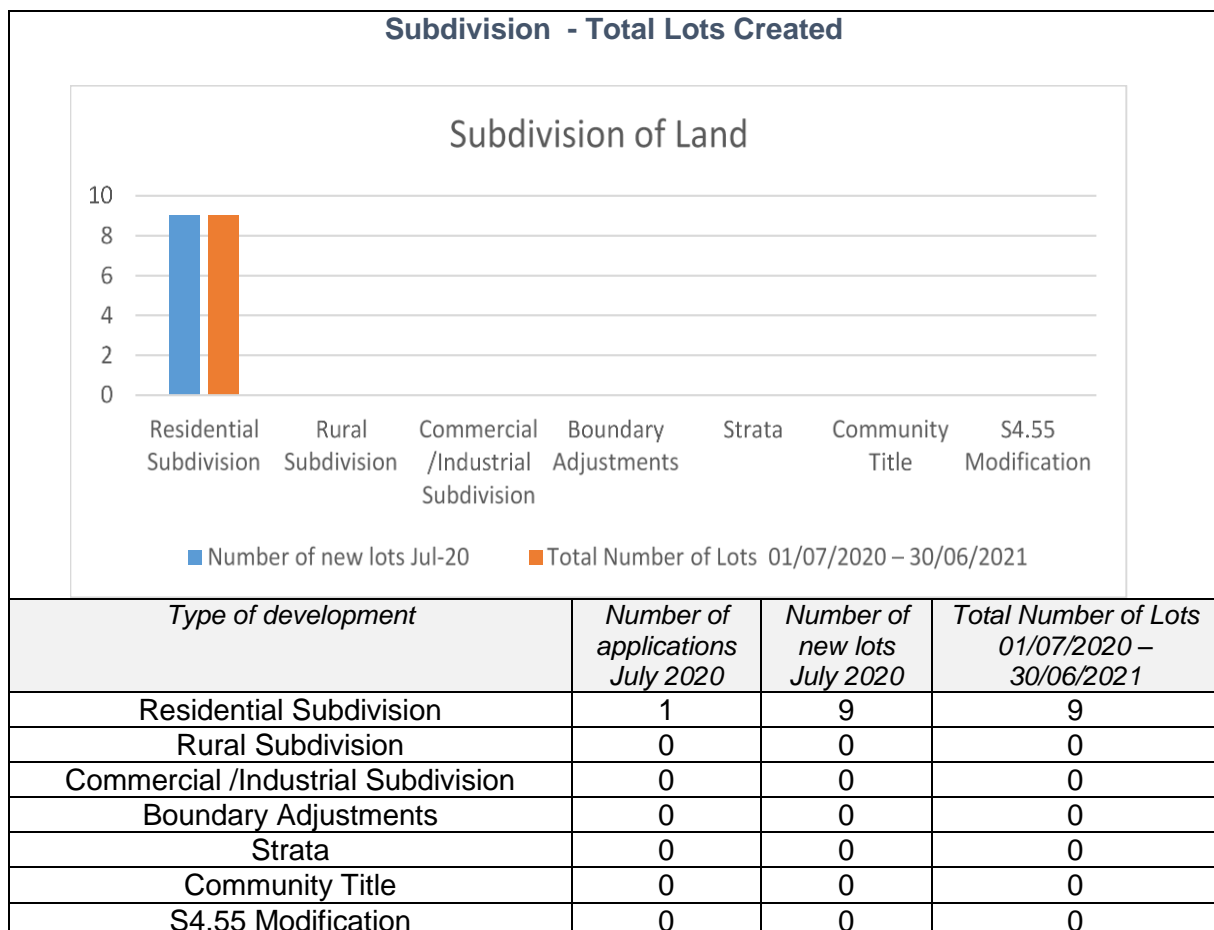
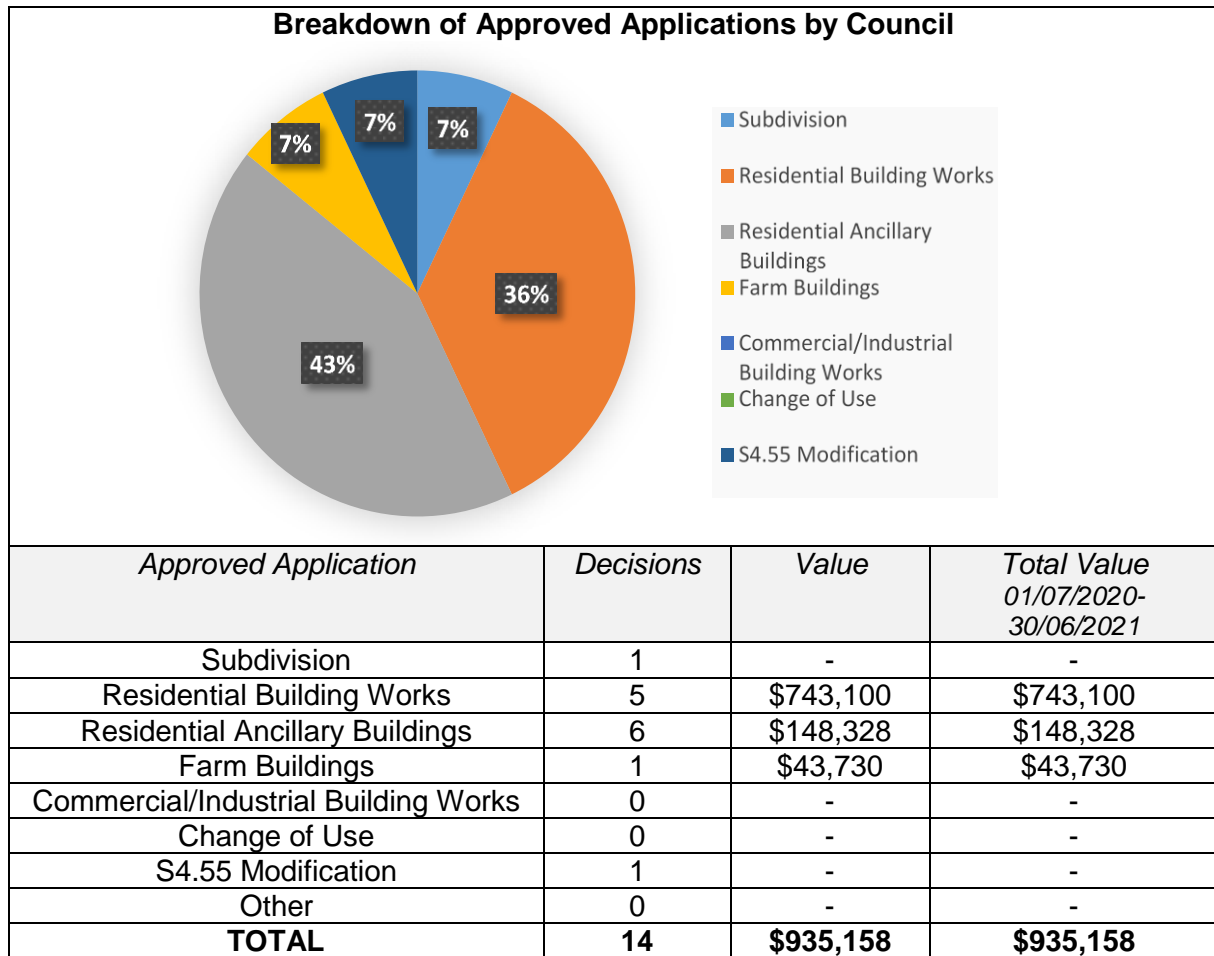
REPORT

1. Development Applications

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

DAs under assessment	S4.55 (MOD) under assessment	DAs received July 2020	DA modifications received July 2020	DAs determined July 2020	DA modifications determined July 2020
24	4	11	0	13	1

The average determination processing time is for the month of July was 65 days.



Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JULY 2020** cont'd**Development Applications Approved By Council (1 July to 31 July 2020)**

DA Reference	Proposal	Property Details
47/2019	S4.55(1A) Modification – Farm Shed	Lot 4 DP 1101272 25 St Stephens Road WAYO
118/2019	Swimming Pool	Lot 117 DP 753012 Kangaloolah Road BINDA
9/2020	Dwelling	Lot 4 DP 878504 2 Yass Street GUNNING
12/2020	Residential Subdivision - Lots	Lot 1 DP 620456 76 Brooklands Street CROOKWELL
28/2020	Dwelling	Lot 2 DP 730685 69 Orchard Street TARALGA
37/2020	Dwelling Additions & Alterations	Lot 2 DP 236804 67 Wade Street CROOKWELL
45/2020	Shed	Lot 8 DP 121974 12 McIntosh Road CROOKWELL
47/2020	Dwelling Additions & Alterations	Lot D DP 420915 31 Kialla Road CROOKWELL
52/2020	Dwelling Additions & Alterations	Lot 218 DP 750031 1276 Lerida North Road CULLERIN
55/2020	Shed	Lot A DP 308127 75 Cowper Street CROOKWELL
57/2020	Garage & Carport	Lot 7 Sec6 DP 758469 4 Rose Street GRABBEN GULLEN
60/2020	Shed	Lot 97 DP 1111842 30Tait Street CROOKWELL
61/2020	Shed	Lot 1 DP 1082543 1A Britannia Street GRABBEN GULLEN
63/2020	Farm Shed	Lot 101 DP 754136 Pudman Creek Road BLACKNEY CREEK

Complying Development Applications Approved By Private Certifier (1 July to 31 July 2020)

Application Reference	Council Reference	Proposal	Property Details
CDC2307-2020	CDC 8/2020	Dwelling	Lot 24 DP 1200509 25 Copeland Street GUNNING

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

The Development Applications outstanding as of 31 July 2020 are summarised in the following table:

Development Applications Outstanding on July 2020 (In order of date submitted to Council)				
DA No.	Date Rec.	Proposal	Property	Reason
23/2018	26/2/2018	Dwelling	Gundaroo Rd, Bellmount Forest - Lot 1 DP 754573, Lot 148 & 197 DP 754113	Under Assessment
187/2004 (S4.55)	1/10/2019	Subdivision	233 Holloways Rd, Tarlo Lot 1 DP 1152061	Under Assessment
108/2019	20/11/2019	Community Event	1 Brennan St, Collector Lot 11 DP 1046757	Awaiting Additional Information
107/2015 (S4.55)	10/12/2019	Alterations & Additions	Cullerin Rd, Gunning Lot 2 & 3 DP 743172	Under Assessment
15/2020	19/2/2020	2 Lot Subdivision	Macarthur St, Taralga Lot 4 DP 569885	Under Assessment
161/2006 (S4.55)	23/3/2020	11 Lot Subdivision	Middle Arm Rd, Middle Arm - Lot 182, 183 & 146 DP 750051 Lot 2 DP 532757 Lot 4 DP 532758	Awaiting Additional Information
33/2020	14/04/2020	Dwelling Additions and Alterations	3981 Taralga Road, Taralga Lot 1 DP 1180518	Awaiting Additional Information
35/2020	22/04/2020	Additions and Alterations to Service Station	56 Yass Street, Gunning Lot 1 DP 214923	Awaiting Additional Information
98/2019 (S4.55)	24/04/2020	3 Lot Subdivision	Wheeo Road, Grabben Gullen Lot 2 DP 203470	Awaiting Additional Information
39/2020	12/05/2020	Deck	25 Saxby Street Gunning Lot B DP 403622	Awaiting Infrastructure Comments
40/2020	15/05/2020	Dwelling	14 Dalton Road Gunning Lot 2 DP 1034956	Under Assessment
41/2020	19/05/2020	2 Lot Subdivision	265 Laggan Road Laggan Lot 1 DP 136732 & Lot 2 DP 186334	Awaiting Additional Information
42/2020	20/05/2020	Retail business	9 Murray Street Collector Lot 3 Sec 3 DP 995869	Under Assessment
43/2020	20/05/2020	Decommission existing dwelling & erection of new dwelling	459 Blakney Creek North Road, Blakney Creek Lot 233 DP 754125	Under Assessment

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

44/200	27/05/2020	Garage & Carport	52 Grovenor Street Gunning Lot 31 DP 862289	Neighbour Notification
48/2020	9/06/2020	Second dwelling, dwelling additions, pool & Deck	87 Breadalbane Road Collector Lot 150 DP 750008	Under Assessment
49/2020	12/06/2020	Dwelling	Hall Crescent Crookwell Lot 50 DP 250695	Awaiting Additional Information
50/2020	12/06/2020	22 Lot Subdivision - Staged	93 Wade Street Crookwell Lot 1 DP 526480 Lot 5 DP 540808	Under Assessment
51/2020	16/06/2020	Fire Station Extension	Nelanglo Street Gunning Lot 1 & 4 DP 843551	Under Assessment
53/2020	22/06/2020	Commercial – Garden Centre	Goulburn Street Crookwell Lot A DP 33097	Awaiting Additional Information
54/2020	30/06/2020	Dwelling	232 Carrabungla Road Roslyn Lot 1 DP 1163257	Awaiting Additional Information
56/2020	30/06/2020	6 Lot Subdivision	Hailstone Street Bigga Lot 1 DP 1003429	Under Assessment
62/2020	03/07/2020	Dwelling Additions & Alterations	Lot 23 DP 750054 196 St Stephens Road Wayo	Under Assessment
64/2020	15/07/2020	Dwelling	Lot 3 DP 1176105 2246 Greenmantle Road Bigga	Under Assessment
65/2020	15/07/2020	Dwelling	Pomeroy Road Pomeroy Lot 167 DP 750019	Under Assessment
66/2020	23/07/2020	Shed	7 Grovenor Street Gunning Lot 1 DP 809275	Under Assessment
67/2020	30/07/2020	Dwelling	10 Lark Close Collector Lot 109 DP 1258213	Under Assessment
68/2020	31/07/2020	Dwelling	40 Ryan Place Gunning Lot 8 DP 1219071	Under Assessment

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

Construction Certificates Issued by Council between 1 July to 30 July 2020			
Approved by Council		Approved by private	Year to date
5		1	6
CC No.	Approved by	Proposal	Property
29/2020	Council	Shed	Lot 8 DP 121974 12 McIntosh Road CROOKWELL
51/2020	Council	Shed	Lot A DP 308127 75 Cowper Street CROOKWELL
52/2020	Council	Shed	Lot 7 Sec 6 DP 758469 4 Rose Street Grabben Gullen
53/2020	Council	Detached Garage	Lot 107 DP 1258213 6 Lark Close Collector
57/2020	Council	Shed	Lot 1 DP 1082543 1A Britannia Street Grabben Gullen
54/2020	Private Certifier	Dwelling	170 Cuddyong Road Binda Lot 1 DP 1175745

3. Occupation Certificates

Occupation Certificates Issued by Council between 1 July to 30 July 2020			
Approved by Council July 2020		Approved by Private Certifier July 2020	Year to date
4		1	5
OC No.	Approved by	Proposal	Property
43/2020	Council	Shed	48 McDonald Street CROOKWELL Lot 52 DP 653880
44/2020	Council	Dwelling	48 McDonald Street CROOKWELL Lot 52 DP 653880
45/2020	Council	Shed	21 Graham Crescent CROOKWELL Lot 39 DP 1253454
46/2020	Council	Dwelling Additions & Alterations	1634 Wheeo Road WHEEO Lot 1 DP 1022201
47/2020	Private Certifier	Multi-unit Development 3 Units	6 Spring Street CROOKWELL Lot 1 DP 1199107

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF JULY 2020** cont'd**4. Subdivision Certificates**

Subdivision Certificates Issued between 1 July to 30 July 2020		
Approved by Council		
July 2020	Year to Date	
1	1	
SC No.	Proposal	Property
5/2020	Boundary Adjustment	1107 Golspie Road Golspie Lot 131 DP 753063

5. Planning Certificates

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

Year	Number of Certificates Issued
1 July 2020 to 30 June 2021	39
1 July 2019 to 30 June 2020	442
1 July 2018 to 30 June 2019	347

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 20 August 2020

ITEM 10.2 Monthly Biosecurity Activities Report

FILE REFERENCE I20/353

AUTHOR Manager of Regulatory and Biosecurity Services

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

Standard monthly report providing Council with a summary of the weed control activities that have been conducted in the month of July 2020.

REPORT

Biosecurity Officers have conducted One Hundred (100) property inspections in the month of July.

Staff will continue the control of Serrated Tussock along road reserves concentrating on the isolated hotspots throughout the shire.

Property Inspections:

Weed	Parish	Road or Street	Date	Action	Degree
ST,BB	Breadalbane	Gurrundah Road	01/07/20	Notified	2,1
ST,BB	Breadalbane	Gurrundah Road	01/07/20	Notified	2,1
ST,BB	Gurrunda	Pomeroy Road	02/07/20	Notified	2,2
ST	Gurrunda	Gurrundah Rd	06/07/20	Routine	1
ST	Gurrunda	Gurrundah Rd	06/07/20	Routine	1
ST,BB	Gurrunda	Gurrundah Rd	06/07/20	Routine	1,1
ST	Gurrunda	Gurrundah Rd	08/07/20	Routine	1
-	Gurrunda	Gurrundah Rd	08/07/20	Routine	-
-	Gurrunda	Gurrundah Rd	08/07/20	Routine	-
ST,BB	Gurrunda	Gurrundah Rd	09/07/20	Routine	1,1
-	Gurrunda	Gurrundah Rd	09/07/20	Routine	-
ST,BB,G	Blakney	Pudman Lane	13/07/20	Notified	2,2,2
-	Gurrunda	Gurrundah Rd	14/07/20	Routine	-
-	Gurrunda	Gurrundah Rd	14/07/20	Routine	-
-	Gurrunda	Gurrundah Rd	14/07/20	Routine	-
-	Gurrunda	Mullins Creek	14/07/20	Routine	-

Information Only

MONTHLY BIOSECURITY ACTIVITES REPORT cont'd

-	Gurrunda	Gurrundah Rd	14/07/20	Routine	-
-	Gurrunda	Gurrundah Rd	14/07/20	Routine	-
-	Gurrunda	Mullins Creek	15/07/20	Routine	-
-	Gurrunda	Mullins Creek	15/07/20	Routine	-
-	Gurrunda	Mullins Creek	15/07/20	Routine	-
-	Gurrunda	Mullins Creek	17/07/20	Routine	-
-	Gurrunda	Mullins Creek	17/07/20	Routine	-
BB	Milbang	Povey Place	20/07/20	Notice	3
ST	Pomeroy	Pomeroy Rd	21/07/20	Routine	1
ST	Pomeroy	Pomeroy Rd	21/07/20	Routine	1
ST	Gurrunda	Pomeroy Rd	21/07/20	Routine	1
ST	Gurrunda	Pomeroy Rd	21/07/20	Routine	1
-	Pomeroy	Pomeroy Rd	21/07/20	Routine	-
-	Pomeroy	Pomeroy Rd	21/07/20	Routine	-
ST,BB	Pomeroy	Pomeroy Rd	21/07/20	Routine	1,1
ST	Yalbraith	Taralga Rd	21/07/20	Routine	1
ST	Yalbraith	Taralga Rd	21/07/20	Routine	2
ST	Yalbraith	Taralga Rd	21/07/20	Routine	1
ST	Yalbraith	Taralga Rd	21/07/20	Routine	1
ST	Bubalaha	Cobadong Rd	22/07/20	Routine	1
ST	Bubalaha	Cobadong Rd	22/07/20	Routine	1
ST	Bubalaha	Cobadong Rd	22/07/20	Routine	1
ST	Bubalaha	Cobadong Rd	22/07/20	Routine	1
ST	Bubalaha & Yalbraith	Cobadong Rd	23/07/20	Routine	1
ST	Yalbraith	Cobadong Rd	23/07/20	Routine	1
ST	Bubalaha	Cobadong Rd	23/07/20	Routine	1
ST,BB	Bubalaha	Taralga Rd	28/07/20	Routine	1,1
ST,BB	Bubalaha	Taralga Rd	28/07/20	Routine	1,1
ST	Bubalaha	Taralga Rd	28/07/20	Routine	1
ST	Bubalaha	Taralga Rd	28/07/20	Routine	1
ST	Bubalaha	Snake Gully Rd	29/07/20	Routine	1
ST,BB	Bubalaha	Snake Gully Rd	29/07/20	Routine	1,1
ST	Bubalaha	Snake Gully Rd	29/07/20	Routine	1
ST	Bubalaha	Snake Gully Rd	29/07/20	Routine	1
ST	Bubalaha	Snake Gully Rd	29/07/20	Routine	1
ST,BB	Pomeroy	Range Rd	01/07/20	Routine	2
ST	Pomeroy	Range Rd	01/07/20	Notified	3
ST	Pomeroy	Pomeroy Rd	01/07/20	Routine	1
ST,BB	Pomeroy	Pomeroy Rd	01/07/20	Routine	1
ST	Pomeroy	Range Rd	02/07/20	Notified	3
ST	Pomeroy	Range Rd	02/07/20	Notified	3
ST	Pomeroy	Range Rd	02/07/20	Routine	1
ST,BB	Pomeroy	Price Ln	02/07/20	Routine	1,2
ST	Eden Forest	Losbey Rd	03/07/20	Notified	3
ST	Eden Forest	Long View Rd	03/07/20	Routine	3
ALG	Cookbundoon	Long View Rd	03/07/20	Routine	2
ST	Kerraway	Long View Rd	03/07/20	Routine	1
ST	Cookbundoon	Towrang Rd	06/07/20	Routine	1
ST,CHN	Cookbundoon	Towrang Rd	06/07/20	Routine	1,2
ST	Tarlo	Tarlo River Rd	06/07/20	Routine	1

Information Only

MONTHLY BIOSECURITY ACTIVITES REPORT cont'd

ST	Tarlo	Tarlo River Rd	06/07/20	Routine	1
ST	Wayo	Goulburn Rd	09/07/20	Notified	3
ST	Wayo	Goulburn Rd	09/07/20	Routine	2
-	Belmore	Sapling Creek	14/07/20	Routine	-
ST,BB	Belmore	Sapling Creek	14/07/20	Routine	1
BB	Belmore	Peelwood Rd	14/07/20	Routine	1,1
BB	Belmore & Laggan	Peelwood Rd	14/07/20	Routine	1
ST	Belmore	Peelwood Rd	15/07/20	Routine	1
ST	Belmore	Peelwood Rd	15/07/20	Routine	1
ST	Laggan	Peelwood Rd	15/07/20	Routine	1
BB	Laggan	Peelwood Rd	15/07/20	Routine	1
BB	Laggan	Peelwood Rd	15/07/20	Routine	1
-	Wangalo	Peelwood Rd	16/07/20	Routine	-
BB	Wangalo	Peelwood Rd	16/07/20	Routine	1
ST,BB	Wangalo	Peelwood Rd	16/07/20	Routine	1,1
ST	Wangalo	Peelwood Rd	16/07/20	Routine	1
-	Thalaba	Peelwood Rd	20/07/20	Routine	-
ALG,CHN	Cuddyong & Burrigee	Peelwood Rd	20/07/20	Notified	2,1
ST	Cuddyong	Peelwood Rd	21/07/20	Routine	1
-	Cuddyong	Peelwood Rd	21/07/20	Routine	-
ST	Cuddyong	Peelwood Rd	21/07/20	Routine	1
ST,CHN	Cuddyong	Cuddyong Rd	22/07/20	Routine	1
ST,CHN	Cuddyong	Cuddyong Rd	22/07/20	Routine	1
ST	Cuddyong	Cuddyong Rd	22/07/20	Routine	1
ALG,CHN	Thalaba & Sherwood	Peelwood Rd	23/07/20	Notified	1,1
ST,BB	Wangalo	Peelwood Rd	23/07/20	Notified	1
ST	Wangalo	Peelwood Rd	23/07/20	Routine	1
ST	Burrigee	Peelwood Rd	28/07/20	Routine	1
ST	Wangalo	Peelwood Rd	28/07/20	Routine	1
ST	Wangalo	Peelwood Rd	28/07/20	Routine	1
BB	Kangaloolah	Peelwood Rd	29/07/20	Routine	1
ST,CHN	Kangaloolah	Peelwood Rd	29/07/20	Routine	1
-	Wangalo	Wangalo Rd	29/07/20	Routine	-
ST	Pejar	Dawsons Creek	06/07/20	Routine	2
ST	Pejar	Church Ln	06/07/20	Routine	2
ST	Pejar	Dawsons Creek	06/07/20	Routine	1
ST	Pejar	Dawsons Creek	06/07/20	Routine	1
ST	Bannaby	Newfoundland	02/06/20	Routine	3
ST,FW	Bannaby	Newfoundland	02/06/20	Notified	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Routine	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Notified	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Routine	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Routine	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Notified	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Notified	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Notified	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Routine	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Notified	3,1
ST,FW	Bannaby	Long Gully	03/06/20	Notified	3,1
ST	Wayo	Woodhouselee	25/06/20	Routine	1
ST	Wayo	Woodhouselee	25/06/20	Notified	3

Information Only

MONTHLY BIOSECURITY ACTIVITIES REPORT cont'd

ST	Wayo	Woodhouselee	25/06/20	Notified	3
ST	Wayo	Woodhouselee	29/06/20	Routine	1
ST	Wayo	Woodhouselee	29/06/20	Routine	1
ST	Wayo	Woodhouselee	29/06/20	Routine	1
ST	Wayo	Woodhouselee	29/06/20	Routine	1
ST	Wayo	Woodhouselee	30/06/20	Routine	1
ST	Wayo	Woodhouselee	30/06/20	Notified	1
ST	Wayo	Woodhouselee	30/06/20	Routine	1

Key for Weed Abbreviations

Weed ID Weed Identification

S/T Serrated Tussock

BB Blackberry

SJW St John's Wort

PC Paterson's Curse

Nth Nodding Thistle

CNG Chilean Needle Grass

EB English Broom

FW Fireweed

ALG African Lovegrass

Go Gorse

CG Coolatai Grass

Key for Degree of Infestations

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

Key for Actions of Inspections

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

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

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

Information Only

MONTHLY BIOSECURITY ACTIVITIES REPORT cont'd



POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 20 August 2020

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

FILE REFERENCE **I20/339**

AUTHOR **Director of Finance and Administration**

ISSUE

Council Investment Portfolio Register as at 31 July 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

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

REPORT

Investments to 31 July 2020

Investment Institution	Type	Investment Face Value	Interest Rate	Term Days	Maturity Date	Interest Due
CBA	Call	\$10,000	0.20%	N/A	31-07-20	\$40.05
Bank of Qld	TD	\$700,000	1.60%	182	07-10-20	\$5,584.66
Bank of Qld	TD	\$1,200,000	3.00%	735	19-08-20	\$72,493.15
Bank of Qld	TD	\$700,000	1.55%	363	14-10-20	\$10,790.55
Bank of Qld	TD	\$800,000	1.50%	364	02-12-20	\$11,967.12
Bank of Qld	TD	\$1,000,000	3.15%	1097	25-08-21	\$94,672.60
Bank of Qld	TD	\$500,000	1.25%	182	18-11-20	\$3,116.44
Bank of Qld	TD	\$1,000,000	1.10%	90	18-08-20	\$2,712.33
Bank of Qld	TD	\$1,500,000	1.10%	287	24-03-21	\$12,973.97
Bankwest	TD	\$500,000	1.50%	364	16-09-20	\$7,479.45
Bendigo Bank	TD	\$1,000,000	0.70%	91	09-09-20	\$1,745.21
Bendigo Bank	TD	\$1,200,000	1.20%	266	09-12-20	\$10,494.25
Bendigo Bank	TD	\$800,000	1.55%	259	16-12-20	\$8,798.90
Bendigo Bank	TD	\$1,000,000	0.65%	196	20-01-21	\$3,490.41
Bendigo Bank	TD	\$1,000,000	0.65%	126	21-10-20	\$2,243.84

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

CBA	TD	\$1,500,000	0.66%	112	30-09-20	\$3,037.81
CBA	TD	\$1,000,000	0.75%	259	10-03-21	\$5,321.92
CBA	TD	\$1,000,000	1.40%	330	16-09-20	\$12,657.53
CBA	TD	\$1,000,000	1.40%	363	11-11-20	\$13,923.29
IMB	TD	\$1,000,000	0.90%	90	01-09-20	\$2,219.18
IMB	TD	\$1,000,000	0.95%	90	25-08-20	\$2,342.47
IMB	TD	\$1,400,000	1.45%	105	23-09-20	\$10,122.19
IMB	TD	\$1,300,000	1.45%	364	28-10-20	\$18,798.36
IMB	TD	\$1,000,000	0.95%	181	28-11-20	\$4,710.96
IMB	TD	\$1,000,000	0.85%	195	06-01-21	\$4,541.10
NAB	TD	\$900,000	1.00%	89	03-08-20	\$2,194.52
NAB	TD	\$1,000,000	1.75%	365	05-08-20	\$17,500.00
NAB	TD	\$1,000,000	0.95%	90	26-08-20	\$2,342.47
NAB	TD	\$1,500,000	1.40%	120	01-07-20	\$6,904.11
NAB	TD	\$800,000	1.34%	364	17-03-21	\$10,690.63
NAB	TD	\$1,000,000	0.93%	140	04-11-20	\$3,567.12
NAB	TD	\$700,000	1.68%	329	05-08-20	\$10,600.11
		\$31,010,000				\$380,099.69

COUNCIL INVESTMENT PERFORMANCE: -**BUDGET COMPARISON TO 31 JULY 2020**

Interest on Investments Received YTD	\$12,483
Annual budgeted amount for all funds	\$467,700
Percentage of Interest Received YTD	2.67%
Percentage of Year Elapsed	8.33%

BBSW COMPARISON TO 31 JULY 2020

Average market interest rate (90 day BBSW)	0.75%
Average return on all investments	1.28%

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

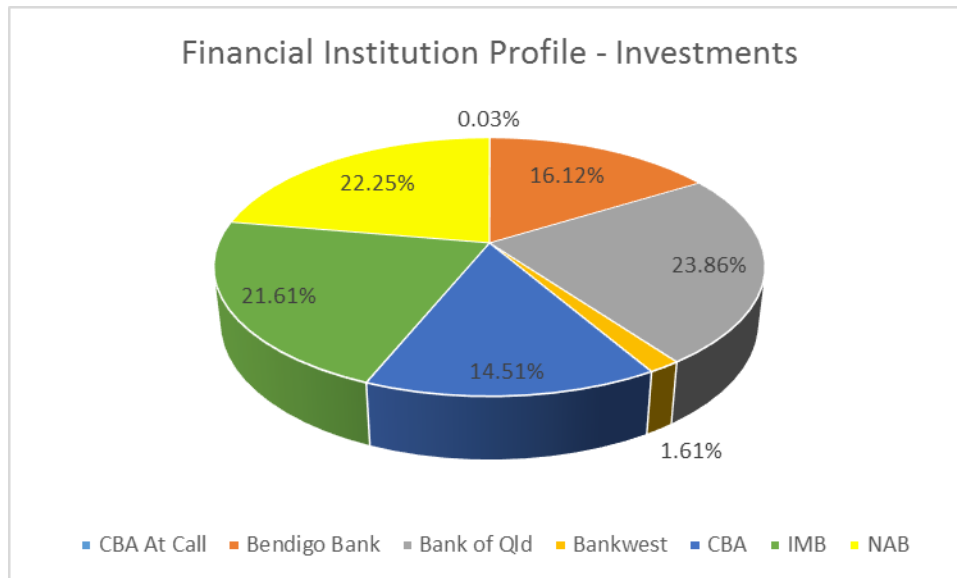
Information Only

INVESTMENTS FOR THE MONTH OF JULY 2020 cont'd

FINANCIAL INSTITUTION INVESTMENTS PROFILE AS AT 31 JULY 2020

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

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



SUMMARY OF AVAILABLE CASH AT 31 JULY 2020

TOTAL INVESTMENTS: - **\$ 31,010,000.00**

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

General Fund Reserves	\$ 20,851,191.23
Water Supply Fund Reserves	\$ 3,043,605.76
Sewerage Fund Reserves	\$ 5,536,216.78
Domestic Waste Management Fund Reserves	\$ 1,573,254.84
Trust Fund Reserves	\$ 5,731.39

POLICY IMPACT

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

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

Information Only

INVESTMENTS FOR THE MONTH OF JULY 2020 cont'd

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 20 August 2020

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

FILE REFERENCE I20/340

AUTHOR **Director of Finance and Administration**

ISSUE

Statement of Bank Balance and Reconciliation as at 31 July 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

STATEMENT OF BANK BALANCE & RECONCILIATION

General Ledger balance brought forward 30 June 2020	357,604.14
Add: Receipts for July 2020	4,484,998.90
	<hr/> 4,842,603.04
Deduct: Payments for July 2020	4,569,325.07
Balance as at 31 July 2020	<hr/> 273,277.97 <hr/>
Balance as per Bank Statement 31 July 2020	525,756.22
Add: Outstanding Deposits	18,368.23
	<hr/> 544,124.45
Deduct: Unpresented Cheques / EFTs	270,846.48
Balance as at 31 July 2020	<hr/> 273,277.97 <hr/>

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 20 August 2020

ITEM 10.5 **Rates and Charges Outstanding - 31 July 2020**

FILE REFERENCE I20/341

AUTHOR **Director of Finance and Administration**

ISSUE

Rates and Charges Outstanding Report to 31 July 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

A Summary report of Council Rates and Charges outstanding at 31 July 2020.

REPORT

There is an attached report titled "Rate Collection Year 2021" for the 2020/2021 financial year. A comparison of the rates and charges outstanding percentage to previous financial years is highlighted in the below table:-

Description	31/07/2020	31/07/2019	31/07/2018
Total % Rates and Charges Outstanding	83.71%	83.85%	88.34%
Total \$ Amount Rates and Charges Outstanding	\$10,591,563	\$10,190,565	\$10,160,076

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. ↓	Rate Collection Year - August 2020	Attachment
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Rate Collection 2021 Year

Rating Categories	Levy Raised to date	Rates Received to 2 August 2020	Rates Outstanding to 2 August 2020	% Rates Outstanding 2 August 2020
Farmland	5,207,484.89	696,042.48	4,511,442.41	86.63%
Residential	1,332,888.84	219,561.49	1,113,327.35	83.53%
Rural Residential	719,738.30	132,315.17	587,423.13	81.62%
Business	324,817.62	74,467.93	250,349.69	77.07%
Mining	1,994.69	-	1,994.69	100.00%
Water	979,701.66	174,937.80	804,763.86	82.14%
Sewerage	1,562,535.41	278,551.38	1,283,984.03	82.17%
Domestic & Comm Waste	1,280,405.09	228,054.85	1,052,350.24	82.19%
Rural Waste	696,061.30	113,753.09	582,308.21	83.66%
Storm Water	47,473.56	6,454.77	41,018.79	86.40%
**Arrears	499,969.49	137,368.87	362,600.62	72.52%
Overall Total Rates	12,653,070.85	2,061,507.83	10,591,563.02	83.71%

Prepared by McLennanDate 3/8/20.Authorised by Andrew G. GokeDate 3/8/2020

I:\2020-2021\Rates\Recs\%outst_July 31 -2020

Information Only - 20 August 2020

ITEM 10.6 **Grants Report**

FILE REFERENCE **I20/347**

AUTHOR **Grants/Projects Officer**

ISSUE

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

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

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

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

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

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. 1.	Grants and Projects Report for Council 20 August 2020	Attachment
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Grants and Projects Report to Council - 20 August 2020

Grant Applications in progress								
Grantee	Due or Submitted	Project	Council Contrib.	Other Contribution	Amount Requested	Subtotal	Project Cost	Comment/Progress
Veolia Mulwaree Trust	19.08.20	Gunning Swimming Pool Upgrades	\$ 30,000	\$ -	TBA	TBA	TBA	Preparing submission - permanent shade sail/drainage/seating
Community Building Partnership Program	11.6.20	Gunning Showground Hall Roof Upgrade	\$ 44,000	\$ -	\$ 44,000	\$ 88,000	\$ 88,000	Lodged - but withdrawn due to success with Showground Stimulus Funding.
Streets as Shared Spaces	10.06.20	Share R Streets	\$ 3,000	\$ -	\$ 99,700	\$ 102,700	\$ 102,700	Awaiting news on success
		Laggan and Taralga Shared Streets	\$ 3,000	\$ -	\$ 115,885	\$ 118,885	\$ 118,885	Awaiting news on success
Bridges Renewal Program Round 5	29.05.20	Crookwell River Bridge - Julong	\$ 768,600	\$ -	\$ 768,600	\$ 1,537,200	\$ 1,537,200	Awaiting news on success
		Peelwood Creek Bridge - Cooksvale Rd	\$ 552,614	\$ -	\$ 552,614	\$ 1,105,228	\$ 1,105,228	
		Burra Burra Creek Bridge - Blue Hill Road	\$ 479,726	\$ -	\$ 479,726	\$ 959,452	\$ 959,452	
Growing Local Economies Fund	2019	Tablelands Way	\$ 329,215	\$ -	\$ 6,255,079	\$ 6,584,294	\$ 6,584,294	Oberon Council lodged joint application
Fixing Country Roads	19.12.19	Peelwood Road Upgrade 3km	\$ 60,000	\$ -	\$ 1,478,700	\$ 1,970,800	\$ 1,970,800	Awaiting news on success
Heavy Vehicle Safety and Productivity Program Round 7	29.5.20			\$ -	\$ 432,100			Awaiting news on success

Grant Applications in progress								
Grantee	Due or Submitted	Project	Council Contrib.	Other Contribution	Amount Requested	Subtotal	Project Cost	Comment/Progress
Heavy Vehicle Safety and Productivity Program Round 7	29.05.20	Wheeo Road Upgrade 5km	\$ 85,000	\$ -	\$ 573,288	\$ 2,633,150	\$ 2,633,150	Awaiting news on success
Fixing Country Roads	19.12.19			\$ -	\$ 1,974,862			Awaiting news on success
Country Passenger Transport Infrastructure Grant	27.8.19	Gunning and Dalton Bus Stops	\$ 20,000	\$ -	\$ 22,000	\$ 42,000	\$ 42,000	Awaiting news of success - Applications closed 30.9.19
Local Roads and Community Infrastructure Grant	Jul-20	Multipurpose Aquatic and Activity Centre	TBA	\$ 1,203,040	TBA	TBA	TBA	Seeking funding
Crown Reserves Improvement Fund	10.07.20	Crookwell Caravan Park Improvements	\$ 30,000	\$ -	\$ 117,818	\$ 147,818	\$ 147,818	Awaiting news on success
Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Fixing Local Roads	02.12.19	Collector Road Upgrade 3km	\$ 495,300	\$ -	\$ 1,485,900	\$ 1,981,200	\$ 1,981,200	Waiting for deed.
Bushfire Community Resilience and Economic Recovery Fund	26.02.20	Training, Marketing and Events	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	Taralga Bushfire Bridgade undertaking Drone training 7 - 11 September.
Fixing Country Roads	10.10.19	Kangaroo Creek Bridge - Bigga	\$ 965,000	\$ -	\$ 965,000	\$ 1,930,000	\$ 1,930,000	Tender documents being finalised.

Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Showground Stimulus Funding Program Tranche 1 19/20	25.4.20	Improvements Gunning Showground Hall	\$ 46,201	\$ -	\$ 45,593.70	\$ 136,307.20	\$ 136,307.20	Nearly completed. Painting to be undertaken.
					\$ 44,513.00			Quotes have been received for roof.
Building Better Regions Fund - Round 3	15.11.18	Wombeyan Caves Road Upgrade	\$ 100,000	\$ -	\$ 2,500,000	\$ 2,500,000	\$ 5,028,000	Draft tender documents being prepared and Review of Environmental factors in progress.
Growing Local Economies Fund	05.07.18			\$ -	\$ 2,428,000	\$ 2,428,000		
Waste Less Recycle More	27.06.18	Bin Audit and Education	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000	Written to ask for variation of time.
Stronger Country Communities Fund (Round 3)	18.9.19	Pat Cullen Reserve Group Picnic Shelter	\$ -	\$ -	\$ 58,695	\$ 58,695	\$ 58,695	Infrastructure ordered. RFQ for installation being prepared.
		Gunning Showground Amenities	\$ 50,000	\$ -	\$ 672,747	\$ 722,747	\$ 722,747	Deed completed.
Drought Communities Programme	21.01.20	Peelwood Bridge Replacement	\$ 731,016	\$ -	\$ 1,000,000	\$ 1,731,016	\$ 1,731,016	Projects progressing. Variation lodged for Peelwood Bridge to complete June 2021.
		PAMP						
Growing Local Economies Fund	05.07.18	Grabine Road Upgrade	\$ 200,000	\$ -	\$ 3,300,000	\$ 3,500,000	\$ 3,500,000	Project progressing.
Stronger Country Communities Fund (Round 2)	01.05.18	Lights Football Action	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	Spectator seating and dug outs completed. Milestone 3 Report underway.
		PAMP – 1 st priorities	\$ -	\$ -	\$ 356,772	\$ 356,772	\$ 356,772	Milestone 2 report lodged.

Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Country Passenger Transport Infrastructure Grant EOI	26.02.18	Taralga, Bigga and Binda Bus Stops	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	Taralga Bus stop being installed
Bridges Renewal (Round 3)	15.05.17	Kiamma Creek Bridge Upgrade	\$ 81,260	\$ -	\$ 450,000	\$ 531,260	\$ 1,062,490	Kerbing completed. Road completed. Landscaping and finishing works being undertaken.
Fixing Country Roads 2015	02.05.16			\$ -	\$ 531,230	\$ 531,230		
Bridges Renewal (Round 4)	05.02.19	Crookwell River Bridge - Woodville Road	\$ 294,861	\$ -	\$ 294,860	\$ 589,721	\$ 589,721	Project progressing.
		Diamond Creek Bridge - Kangaloolah Road	\$ 561,007	\$ -	\$ 560,000	\$ 1,121,007	\$ 1,121,007	Contract signed. Construction start early September. Design work in progress.

Information Only - 20 August 2020

ITEM 10.7 Action Summary - Council Decisions

FILE REFERENCE I20/303

AUTHOR General Manager

ISSUE

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

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

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

REPORT

Summary sheet from the:-

Council Meeting: 16 August 2018

243/18	Council in compliance with the recommendation of the Southern Tablelands Regional Economic Development Strategy 2018-2022 and Council's Resolution 22/18 further explore the economic feasibility of and seeks funding support for Crookwell's and Gunning's connection to natural gas.	GO	As required when suitable grants or funding is made available.
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Council Meeting: 20 June 2019

143/19	Council considers the location of the Crookwell Works Depot at a future Council meeting following the matter being considered by the Building Review Committee. Council ensure that the proper processes have been undertaken in compliance with the Local Government Act 1993 and the Environment and Planning Assessment Act 1979 to reclassify the Community Land to Operational Land.	GM	Currently sitting with DPIE. Council advised by R J McCarthy it could take up to 90 days from acquisition submission (5 May 2020) to get a response.
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ACTION SUMMARY - COUNCIL DECISIONS cont'd

			Report to be provided to a future Council Meeting after the compulsory acquisition of land.
149/19	<p>1. That the EDTF recommends with the objective of moving Council from a net energy user to a net energy exporter that the Department of Infrastructure and Environmental and Planning prepare a report as to the path forward to prepare business cases for street lighting, all waste management and energy generation.</p> <p>3. That the EDTF recommends the Department of Infrastructure and Environment and Planning prepare a recommendation in the next year 2019/20, detailing urban sustainability initiatives for on-site sewer systems in small villages and provide alternatives to specific tank disposal.</p> <p>4. That the EDTF recommends the Department of Infrastructure and Environment and Planning investigate the opportunity for solar powered cabins at the existing caravan park or alternate locations in Crookwell in conjunction with the Housing Strategy.</p>	GM	<p>Report items 1, 3 and 4 were reported to EDTF Committee Meeting on 5 August 2019.</p> <p>All 3 report items will be addressed in the future review of the LEP.</p>

Council Meeting: 19 September 2019

262/19	<p>The Minutes of the Economic Development Task Force Committee meeting held 2 September 2019 be received and noted.</p> <p>Item 6.2 Review of the EDTF Charter</p> <p>That Council change the meeting composition to accommodate six (6) community representatives and the Economic Development Officer be included as the secretariat.</p> <p>Item 6.5 How important is water in the Strategic Planning of our town and villages</p> <p>That Council research and develop a water sensitive design policy for the Shire.</p>	GM	Report to be prepared to a future EDTF Meeting.
		GM	Issue was addressed in Draft Housing Strategy.

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

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

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

349/19	That a report be provided to Council on the resources required to provide the Director of Environment and Planning to complete an investigation into the number of buildings in the towns and villages of the Upper Lachlan Shire that requires fire safety statements.	DEP	Report to be provided to a future 2020 Council Meeting.
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Council Meeting: 20 February 2020

21/20	Council defer the recommendations 1 to 5 of the Water Security in ULSC report.	GM	Report to be provided to a future Council Meeting.
23/20	1. Council writes to the Roads Classification Review Panel recommending additional local roads are reclassified as Regional Roads and Upper Lachlan Shire is consulted before the implementation of the recommendation; and 2. Council writes to the Roads Classification Review Panel recommending any regional roads to be reclassified to State Roads after review by Council. 3. Council hold a workshop to discuss priority roads and the potential effects before any of the above communication.	DOI	Terms of Reference to be finalised by the Roads Classification Review Panel. Workshop to be convened on a future date. Seeking further clarification from CRJO.

27/20	<ol style="list-style-type: none">1. Council agree to the request from Crookwell/Taralga Aged Care Ltd for a Deed of Option to purchase part Lot 3 DP 1112816, land area of 2,417 square metres, at Saleyards Road in Crookwell. The deed is to commence on 21 February 2020 for a two year period, for a purchase price of \$113,328.94 with addition of annual CPI increases from 2017.2. Council authorises the signing and execution of the Deed of Option under the Common Seal of Council by the Council Mayor and General Manager for the agreement with Crookwell/Taralga Aged Care Ltd.	DFA/GM	The Deed of Option has been signed.
39/20	<ol style="list-style-type: none">1. Council accept the expression of interest from Crookwell/Taralga Aged Care Ltd for the land sale of part Lot 3 DP1112816, Laggan Road, Crookwell. The land sale price shall be in accordance with the Douglas Walker and Associates valuation report for Option B, land area of approximately 9,394 square metres. All contract costs shall be borne by the purchaser of the land. The Council Mayor and General Manager be authorised to sign and execute legal documentation associated with the land sale under the Common Seal of Council.2. Council and Crookwell/Taralga Aged Care Ltd agree to the establishment of a right of carriageway and/or easement (minimum 20 metres in width) through aforesaid Option B land to allow Council to retain road frontage access from Laggan Road to the remaining parcel of land (2.55 hectares less Option B land area of 9,394 square metres) in part Lot 3 DP1112816, Laggan Road, Crookwell.3. Upon the land sale agreement being endorsed, the General Manager authorise the preparation of all associated documents related to the land subdivision and land conveyancing for Option B, part Lot 3 DP1112816 Laggan Road, Crookwell. All associated costs shall be borne by the purchaser of the land.	DFA/GM	<p>Correspondence forwarded on 25 February 2020 acceptance of terms by Crookwell/Taralga Aged Care board in April 2020.</p> <p>R J McCarthy Co preparing contracts after survey of land complete.</p> <p>Onsite meeting with all parties occurred in June to commence survey.</p>

Information Only**ACTION SUMMARY - COUNCIL DECISIONS** cont'd**Council Meeting: 21 May 2020**

85/20	Council authorise the closure of the disused section of Junction Point Road, Tuena as a Public road pursuant to Division 3 - Closing of Council roads by Council of the Roads Act 1993 and noting the road proposed for closure is identified as Lots 1 and 2 on DP 1261378.	DOI	Has been gazetted on 9 June 2020 they have 60 days to submit objections if any.
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Council Meeting: 16 July 2020

113/20	<ol style="list-style-type: none">1. At the September Council meeting the Mayor presents to Council the current negotiated contract for the General Manager and a performance agreement setting out agreed performance criteria for Council consideration.2. At the October Council meeting the General Manager prepare and submit to Council an action plan of key priorities for the forth coming year.	Mayor/GM	Mayor and GM to prepare their reports for 15 October 2020 Council Meeting.
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POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

11 ENVIRONMENT AND PLANNING

The following items are submitted for consideration -

11.1	Amendments to the Upper Lachlan LEP 2010 Land Use Table	74
11.2	Planning proposal-Laggan Lane estate Lot 2 DP 1233492, Lot 1 DP 1253980 and Lot 1 DP 239858	123
11.3	Incentives for Development	128

Environment and Planning - 20 August 2020

ITEM 11.1 **Amendments to the Upper Lachlan LEP 2010 Land Use Table**

FILE REFERENCE **I20/333**

AUTHOR **Manager of Environment and Planning**

ISSUE

The Local Environmental Plan (LEP) was made in 2010.

In 2020, Council set a new land use strategy. To address issues arising from the strategy the Land Use Table of the LEP has been reviewed. To change the LEP Council will progress through the gateway process.

RECOMMENDATION That -

1. Council prepare a planning proposal seeking a gateway determination to amend the Upper Lachlan Local Environmental Plan 2010 by changing the land use tables to improve the permissibility of activities within various zones;
2. Council request the Department of Planning Industry and Environment to authorise Council to exercise delegation of plan making functions in accordance with the Environmental Planning and Assessment Act 1979;
3. Council delegate authority to the General Manager to undertake any required changes;
4. Council notify the community of the proposed changes to the LEP through appropriate processes at the time.

BACKGROUND

In August 2019, following a preliminary review of the LEP Council resolved to negotiate with the Department of Planning Industry and Environment (DPIE) regarding proposed changes to the land use tables.

A draft amendment to the land use tables were provided to the DPIE. Council has also created a local strategic planning statement, adopted in June 2020.

The LEP land use tables have been amended to reflect changes in the Local Strategic Planning Statements and DPIE discussions.

REPORT

The land use table is in Part 2 of the LEP. The LEP has nine zone types:

Four rural zones (RU1, RU2, RU3 and RU4) provide for agriculture and forestry; while Rural zone (RU5) provides for villages in the rural hinterland.

There are two residential zones (R2 and R5) low density and large lot residential. Two business zones (B2 and B4) include local centres and mixed-use urban areas, One light industrial zone (IN1), two special use zones (SP1 and SP2), a recreation zone (RE1) and three environment zones (E1, E2 and E3) including; national parks, environmental conservation, and environmental management.

Each zone has four parts in the table:

1. Objectives
2. Permitted without consent
3. Permitted with consent
4. Prohibited activities

The rural, residential, commercial and industrial zones are open zones. An open zone is defined by what it prevents rather than by what is permissible. You can pick an open zone by the words at the end of clause 3 that says anything not listed in clause 2 and 4. Anything here relates to anything in the dictionary at the end of the LEP.

Alternatively, in a closed zone, there is a limit to what is permissible. The list in table 3 is short, and the clause that says anything not listed is at the end of the prohibited list. In other words, if it is not listed, it is not permitted.

In an open table, anything not explicitly forbidden is either permissible with consent or permitted without consent. In an open zone, planners need to be careful that anything that is not required is prohibited. However, the Upper Lachlan LEP 2010 included most of the uses defined in the dictionary as prohibited uses, effectively turning them into functionally closed zones.

Additionally, problems can occur when a closed zone, only provides for one or two uses. When the activity changes, the change may be unintentionally prohibited. The same provisions apply throughout the Shire for churches, scout halls, CWA buildings, roads and other items identified for special use. A problem arises when the owner of the building ceases to exist or becomes a non-functioning organisation and wishes to dispose of their site. If the surrounding land provisions applied, these properties could be sold and used for the same use as adjoining lots. It would be preferable not to have special use zones in the Shire. However, changing the special use zones is a mapping exercise to be undertaken in a future project.

This project is dealing with many of Council's open zones. The objective is to remove some of the items from the prohibited list so that owners may use their land for additional uses. Examples include tourist accommodation facilities in Crookwell to allow for motel accommodation and other overnight stays. Similar changes for tourism have been introduced across the Shire, however, it should be noted that on-farm tourist accommodation is currently permissible in most rural zones.

Attached to the report is a planning proposal entitled, Prohibited Uses Planning Proposal which attempts to describe most of the changes. Additionally, the amended land use table with highlighted changes is provided for perusal. Staff will be available for the Council meeting to discuss the changes.

The changes have been discussed with the DPIE. The changes have also been discussed with Councils tourism office and were identified as a future action in the Local Strategic Planning Statements.

If the Council adopts the recommendation, it will proceed to the DPIE for a gateway determination. If that is approved, the Council will prepare a final land use table amendment to be advertised to the community for the statutory period. Any submissions made at the time will be reviewed by staff and a report provided to Council prior to recommending the Department make the plan.

POLICY IMPACT

The changes to the Upper Lachlan LEP 2010 are the first of a number of stages of proposed amendments. This amendment will change the permissible uses in the open zones, including the rural, commercial, residential and industrial zones to facilitate additional uses that are compatible with in the respective zone and will facilitate some additional business and residential typologies in the shire.

The changes are relatively far-reaching and should be considered carefully. They do not, however, remove the need for development consent for controversial uses or introduced new uses that are not considered to be compatible within the particular zones. They also do not rezone land. No new zones are being added as a result of this proposal and no land use zone boundaries are changing.

OPTIONS

It is open to the Councillors to adopt the recommendation or to amend the recommendation to suit their needs. The Councillors should consider whether or not they would like to remove any of the proposed additional uses from any or each of the tables. What changes are being proposed or what the meaning of a particular use is, a dictionary of uses is located at the back of the LEP for perusal.



FINANCIAL IMPACT OF RECOMMENDATIONS

There are no financial impacts, the project is budgeted for within the Environment and Planning Directorate.

RECOMMENDATION That -

1. The Council prepare a planning proposal seeking a gateway determination to amend the Upper Lachlan Local Environmental Plan 2010 by changing the land use tables to improve the permissibility of activities within various zones;
2. The Council request the Department of Planning Industry and Environment to authorise Council to exercise delegation of plan making functions in accordance with the Environmental Planning and Assessment Act 1979;
3. The Council delegate authority to the General Manager to undertake any required changes;
4. The Council notify the community of the proposed changes to the LEP through appropriate processes at the time.

ATTACHMENTS

1. 	Prohibited uses planning proposal - v4 Planning proposal for Council	Attachment
2. 	Planning Table	Attachment

ULSC LAND USE TABLE

Planning Proposal



Viv Straw August 2020

PLANNING PROPOSAL |

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EXECUTIVE SUMMARY

The purpose of this planning proposal is to amend the land use table of the Local Environmental Plan (LEP) for the Upper Lachlan Shire Council under the NSW Environmental Planning and Assessment Act 1979.

This planning proposal outlines draft amendments to the land use table. The planning proposal has been prepared by Upper Lachlan Shire Council in accordance with Division 3.4 of the Environmental Planning and Assessment Act 1979 and the relevant Department of Planning and Environment Guidelines including A Guide to Preparing Planning Proposals, and Standard Instrument – Principal Local Environmental Plan.

Figure 1: Map of the Upper Lachlan Shire Council local government area

Upper Lachlan Shire Council has responsibilities to ensure its statutory and strategic planning documents are aligned to meet the requirements of the Act. This includes reviewing the Upper Lachlan Local Environmental Plan (LEP) 2010 Land Use Table. The Upper Lachlan LEP 2010 is the statutory environmental planning instrument applicable to development in the Upper Lachlan Shire Council Local Government Area. The Land Use Table specifies which type of development is either permitted without consent, permitted with consent, or prohibited under each land use zone.

This review has focused on the following current land use zones:

- *RU1 Primary Production*
- *RU2 Rural Landscape*
- *RU4 Primary Production Small Lots*
- *RU5 Village*
- *R2 Low Density Residential*
- *R5 Large Lot Residential*
- *B2 Local Centre*
- *B4 Mixed Use*
- *IN2 Light Industrial*
- *SP1 Special Activities*

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- *SP2 Infrastructure*
- *RE1 Public Recreation*
- *E2 Environmental Conservation*
- *E3 Environmental Management*

The scope of the review has included a review of permitted without consent, permitted with consent and prohibited uses.

On 18 July 2019 Council resolved to reduce the prohibited uses tables in all zones.

Previous controls have been restrictively prohibitive, which is considered incompatible with zone objectives and planning priorities set in the Upper Lachlan Strategic Planning Statements. This has resulted in the impeding of development opportunity within the local area. The primary aim of the planning proposal is to provide a greater range of permitted land uses within the area, suitable to the context of the local area, in order to better support the LGA's development potential.

PART 1 OBJECTIVES

The intended outcome of the Planning Proposal is to maintain the strategic intent of the land zone objectives. The objectives of each zone remain unchanged by these technical amendments to the Land Use table.

Recent amendments to the Environmental Planning and Assessment Act 1979 (EP&A Act) introduced new requirements for all councils to make Local Strategic Planning Statements. This combines the vision of the regional plan with the community strategic plan, setting the 20 vision for the local area, its special characteristics, community values and how growth and change will be managed.

To support this new strategic direction, additional reviews have been carried out, including an Economic Health Check and Housing Strategy, both of which have highlighted the need to diversify the Shire's economy, and ensure that land zoning and associated uses are supporting, rather than unnecessarily impeding development.

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It is therefore intended that the submission of this Planning Proposal to the Department of Planning and Environment will facilitate a wider array of land uses consistent with the objectives of each zone. The existing list of prohibited uses includes contradictory prohibitions of uses that would otherwise naturally occur within the relevant zone. These can alternatively be better assessed on a case by case basis through a consent process, or otherwise are unnecessary inclusions.

The objectives or intended outcomes of the proposed amendments to ULLEP 2010 are to:

1. Create a more flexible planning framework for the Shire.
2. Support economic development by reducing unnecessary impediments to development, and encouraging economic activity and innovation.
3. Ensure land use prohibitions are appropriate to the needs of Upper Lachlan.
4. Diversify the economy and reduce the Shire's reliance on agriculture, and strengthen opportunities for the provision of tourism services and facilities, ensuring the LGA maintains a competitive advantage.
5. Address key issues facing the Shire, such as an aging workforce, declining economy and depopulation.
6. Diversify residential housing options in order to support changing demographics.
7. Increase the resilience and adaptability of the Shire against external shocks.
8. Increase the capacity for new jobs, businesses and dwellings in order to stimulate economic growth.
9. Catalyse development, support strategic planning and reduce the potential for land use conflict and incompatible development.

PART 2 EXPLANATION OF THE PROVISIONS

Proposed amendments to ULEP 2010.

The proposal seeks to amend Upper Lachlan LEP 2010 as detailed below. The objectives are intended to be achieved by permitting what were previously prohibited land uses.

The following sets out the proposed Land Use Table with amendments to the following:

- Permitted with consent
- Prohibited
- Permitted without consent

Previous land use prohibitions have been overly restrictive. The new provisions have been changed in order to encourage types of uses to encourage a greater range of permissible land uses particularly with respect to supporting the tourism industry in the Shire and providing a diversification of housing choices.

While some uses may generate potential land use conflicts, the appropriate vehicle to resolve any adverse effects is through the DA process, including public consultation and supporting assessment of effects.

Deletions are generally proposed because in most zones there are no similar facilities or the activity is unable to be contained within the lot size, location or is not known to occur.

Consistency with Objectives

RU1 Primary Production

The prohibitions list has been reduced to allow for off farm income opportunities to promote diversification in addition to sustainable primary industry production, and to allow more types of development that are consistent with strategic planning objectives. The general reason for deletions from the prohibited uses list is because there are no facilities of this nature or the facilities are compatible uses within the rural area or benefit from a rural setting.

RU2 Rural Landscape

The majority of the Shire is RU2 zoned land. The prohibitions list has been reduced to allow for off farm income opportunities by facilitating a range of

compatible uses, and to allow more types of development that are consistent with strategic planning objectives. The prohibitions list has been reduced to allow for off farm income opportunities to promote diversification in addition to sustainable primary industry production, and to allow more types of development that are consistent with strategic planning objectives. The general reason for deletions from the prohibited uses list is because there are no facilities of this nature or the facilities are compatible uses within the rural area that encourage alternative and sympathetic use of land, or benefit from a rural setting.

RU3 Forestry

Largely unchanged.

RU4 Primary Production Small Lots

The proposed land uses provide greater support for retention of primary production values, sustainable intensive primary industry activities, while providing for economic growth in nearby villages and rural diversification. It also aims to permit a range of small scale and diverse primary industries, minimise land use conflicts, and increase employment opportunities.

There are no facilities of this nature or the facilities are compatible uses within the rural area that encourage intensive use of land, and benefit from a rural location.

RU5 Village

The prohibitions list has been reduced to allow for a wider range of suitable developments and land uses, suitable for a residential village. It also aims to improve amenity of the areas by reflecting strategic planning objectives.

There are no facilities of this nature or the activity is unable to be contained within the lot size, location or is not known to occur.

The uses are compatible uses within the rural-residential economy and encourage diversity and investment opportunities within the villages and benefit from a rural-residential location.

R2 Low Density Residential

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The proposal aims to facilitate the main objective of providing for the housing needs of the community while supporting economic development and enabling uses to support residents. Unnecessary restrictions have been eased to better support development.

The uses are unable to or are not known or able to occur within the lot size and location.

The facilities are compatible uses within the residential environs or supportive infrastructure for residential development.

R5 Large Lot Residential

Amendments have sought to balance objectives of providing residential housing with environmental constraints consistent with this zone with more flexibility in the prohibitions list.

There are uses that are appropriate to larger lots and are either of rural village or residential character or supportive of the rural economy, or there are no current facilities of this nature. Such facilities are compatible uses that benefit from a peri-urban location.

B2 Local Centre

The proposal aims to better support business under this zone, and to provide a range of land uses suitable to a business district.

The uses are appropriate to the Commercial activity areas or would create supportive economic diversity or are commercial related activities or supportive infrastructure.

Additionally, there are no current facilities of this nature or the activity is unable to be contained within the lot size, location or is not known to occur.

B4 Mixed Use

The proposal aims to better support business under this zone, and to provide a mixture of land uses suitable to a business district.

IN2 Light Industrial

The proposal aims to encourage consolidation of compatible land uses into an industrial zone, and also provide local employment opportunities.

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Primarily this is the zone for Council to provide for uses that are intrinsically nonresidential in nature. Some uses are interchangeable within commercial or industrial or heavy rural activity or are generators of adverse effects and would benefit with colocation with other uses of a similar adverse generating impact.

SP1 Special Activities

Unchanged.

SP2 Infrastructure

Largely unchanged.

RE1 Public Recreation

To enable consistent land uses to support recreation, public open space and recreational activities.

These additional uses are recreational in nature and are supportive of community recreation. This land can be Council owned in this instance the recreation facilities on the land are likely owned and administered for the public good.

E1 National Parks and Nature Reserves

unchanged

E2 Environmental Conservation

To ensure land uses are compatible with objectives relating to protecting, managing and restoring the environment, and are not unreasonably restrictive.

E3 Environmental Management

To ensure land uses are compatible with objectives relating to protecting, managing and restoring the environment, and are not unreasonably restrictive.

PART 3 JUSTIFICATION

Section A Need for Planning Proposal

1. Is the planning proposal a result of any strategic study or report?

The proposal is not directly the result of a strategic study or report, however there has been recent strategic work on the preparation of a Housing Strategy and an adopted LSPS for the Upper Lachlan LGA. Both include relevant consideration of the subject planning proposal and community consultation as part of that process. An Economic Health Check was also undertaken to provide an economics analysis of the LGA and this identified strengths, challenges and future recommendations. The Proposal seeks to facilitate strategic outcomes identified within these documents.

There are three main reasons as to why the proposed changes are needed. Firstly, there is a demand for more housing types given the changing demographics of the shire. Secondly, there has been a lack of tourism accommodation in the shire, hampering progress in the tourism and retail sectors. Thirdly, the Shire is needing to diversify its dominant industry (agriculture) and this can be supported by enabling land uses that will allow for alternative income forms for farmers, as well as diversification of industry more broadly.

However, there are current inconsistencies with ULLEP and other non-metropolitan Council LEPs:

- *Some zones have included prohibited land uses in the closed zone approach, however these are compatible with the zone objectives.*
- *Some zones have included prohibited land uses in the open zone approach, however these are compatible with the zone objectives.*
- *Some zones have not included prohibited land uses in open zone approach, however these are incompatible with the zone objectives.*
- *Some zones have not included prohibited land uses in closed zone approach, however these are incompatible with the zone objectives.*

This has created an impediment to development instead of encouraging the economic activity and innovation that is needed to address various challenges affecting the Shire. This has led to economic disadvantage by comparison with other NSW LGAs.

It is necessary to rectify these administrative oversights and unintended planning outcomes that have arisen as a result of previous Council amalgamation, which has led to land use prohibitions being non-specific relative to the context of the area.

Challenges affecting the Shire have been identified such as drought, an aging population, lack of diversification of the economy, COVID-19, slow population growth, and slow economic growth. There is a need to unlock development potential to mitigate the effects of these challenges. The Shire needs to reverse its economic decline and instead maintain its competitiveness with neighboring LGAs in the South East and Tablelands region and also in regional NSW.

Council asserts that the most suitable means of addressing the strategic restrictions on land uses as a result of Council amalgamation that were not specific to ULSC are to modify the land use tables, thereby encouraging new types of developments that are consistent with zoning objectives.

2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

To take a do nothing approach would mean continued economic decline, lost opportunities, and reduced competitive disadvantage. This proposal outlines an effective approach to addressing the challenges faced by the Shire.

The review of land uses within the LEP also ensures the provisions of Clause 2.3 are considered in conjunction with Clause 1.2 Aims of the Plan:

- (1) This Plan aims to make local environmental planning provisions for land in Upper Lachlan in accordance with the relevant standard environmental planning instrument under section 3.20 of the Act.
- (2) The particular aims of this Plan are as follows—

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

This proposal is considered to be consistent with the aims of the plan. Specifically, the proposal aims to facilitate economic development and provide a range of housing options, thereby retaining or sustainably increasing population size.

Section B - Relationship to strategy planning framework

3. Is the planning proposal consistent with the objectives and actions of the applicable regional or sub-regional strategy?

The South East and Tablelands Regional Plan 2036 (REP) was prepared by the Department of Planning and Environment to provide strategic direction to development in the Southern Tablelands Region, and is a relevant consideration for this planning proposal.

The Regional Plan provides an overarching framework to guide land use planning priorities and decisions.

The REP's priorities include growth, tourism, agricultural sector changes, and a broader range of housing types.

However, the current LEP inhibits the plan's vision. In this planning proposal, Council has identified how best to align the REP, LSPS and LEP. Previously, there has been an extensive prohibition list. This proposal seeks to better align land uses with Council's other statutory documents.

The regional strategy set out four goals with associated directions and actions.

In particular, the proposal is consistent with Goal 1, Goal 3 and Goal 4. It is envisioned that the tourism sector will grow, which will increase the connectedness and visibility of the Shire. Having more flexible land use permissibility will increase investment potential, which will contribute to improving the Shire's economy. With more sustainable population and industry growth, it is expected that economic gains will be made. This will contribute to healthy and connected communities for our villages. Furthermore, providing a larger range of sustainable housing choices will better meet the needs of the community, as well as better meeting demand for tourism accommodation.

The regional plan's specific recommendations for Upper Lachlan include better supporting the economy and employment through diversifying the agriculture industry, promoting the area for tourism, attracting industry and investment, and supporting a variety of housing options and land developments to cater for an aging population. These recommendations are supported by this proposal due to increased flexibility of land uses across the zones, specific to zoning objectives.

The analysis below provides comment on the directions and actions that are directly relevant to the Planning proposal, and considers whether the proposal is consistent or inconsistent with the plan. The planning proposal is considered to be consistent with the strategy. An extract of the planning narrative from the Strategy is shown in Appendix A.

Goal 1: A connected and prosperous economy

Direction 1: Leverage access to the global gateway of Canberra Airport

Direction 4: Leverage growth opportunities from Western Sydney

Direction 5: Promote agricultural innovation, sustainability and value-add opportunities

Direction 6: Position the region as a hub of renewable energy excellence

Direction 8: Protect important agricultural land

Direction 9: Grow tourism in the region

Direction 11: Enhance strategic transport links to support economic growth

Direction 12: Promote business activities in urban centres

Comment: Consistent- unlocking development potential through eased planning prohibition restrictions will support a stronger, connected and more prosperous Upper Lachlan economy.

Goal 2: A diverse environment interconnected by biodiversity corridors

Direction 14: Protect important environmental assets

Direction 15: Enhance biodiversity connections

Direction 17: Mitigate and adapt to climate change

Comment: Consistent- through protection of the environment, reduction of land use conflict, and permitting land uses specific to context, it is hoped greater environment outcomes will be achieved.

Goal 3: Healthy and connected communities

Direction 21: Increase access to health and education services

Direction 22: Build socially inclusive, safe and healthy communities

Direction 23: Protect the region's heritage

Comment: Consistent, a stronger and more prosperous economy will provide benefits to the community.

Goal 4: Environmentally sustainable housing choices

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Direction 24: Deliver greater housing supply and choice

Direction 25: Focus housing growth in locations that maximise infrastructure and services

Direction 27: Deliver more opportunities for affordable housing

Direction 28: Manage rural lifestyles

Comment: Consistent, the proposal supports a wider and more appropriate range of housing choices.

Sydney – Canberra Regional Strategy 2006-2031

The proposal is generally consistent with the objectives and actions contained with this strategy.

4. Is the planning proposal consistent with a Council's local strategy or other local strategic plan?

The Planning proposal is not considered to be inconsistent with Council's local strategies.

Local Strategic Planning Statement (LSPS)

The LSPS has set the vision for the next 20 years. The LSPS identified the land use prohibitions as a future opportunity to address in order to improve strategic planning outcomes for the Shire.

For example, the draft LSPS states:

"As a value-adding proposition or phenomenon, tourism is underdeveloped. The LEP prohibited a wide range of tourist and other uses in most zones. There is an opportunity to grow the tourism sector and to reassess the prohibition list" (p.19).

"The Local Environmental Plan has highly restrictive provisions, compared to surrounding councils, becoming one of the main challenges regarding economic diversification and transition. Many activities associated with

villages elsewhere are prohibited uses. The LEP's prohibited uses are currently under review. As an example, tourist facilities, which are generally prohibited, with some exemptions will become permissible. The intention is to inhibit only those that are problematic and deal with applications for facilities on merit" (p.17).

Operational Plan 2020-2021

Five strategic pillars and priorities have been identified: community, environment, economy, infrastructure, and civic leadership. The proposal is not inconsistent with these pillars. It corresponds specifically with improving community networks, protecting the environment, experiencing sustainable growth and providing employment opportunities.

Social and Community Plan 2020-2025

The planning proposal is generally consistent with the five year social and community plan. The economic opportunities expected to arise as a result of reducing land use prohibitions will likely contribute to better outcomes for the community in terms of social justice, social and community wellbeing, and better support the identified target groups.

The Tablelands 2016-2036 Regional Community Strategic Plan

This planning proposal is consistent with the Regional Community Strategic Plan insofar that the land use table changes will provide for various opportunities whilst ensuring environmental sustainability, preservation of history and a sense of belonging in a community as well as providing services and facilities to enhance the quality of life and economic viability within the Council area.

5. Is the planning proposal consistent with applicable State Environmental Planning Policies?

The planning proposal is considered to be consistent with relevant State Environmental Planning Policies (SEPPs). SEPPs relate to matters of State and regional planning significance. The table below assesses the consistency of the Planning Proposal against each SEPP.

State Environmental Planning Policies	Applicable to Upper Lachlan LGA	Consistent
· State Environmental Planning Policy No 19—Bushland in Urban Areas	N/A	
· State Environmental Planning Policy No 21—Caravan Parks	Yes	The Planning Proposal is considered to be consistent with the SEPP, and may provide additional opportunities.
· State Environmental Planning Policy No 33—Hazardous and Offensive Development	Yes	
· State Environmental Planning Policy No 36—Manufactured Home Estates	Yes	RU5
State Environmental Planning Policy (Koala Habitat Protection) 2019	Not relevant	
· State Environmental Planning Policy No 47—Moore Park Showground	Not applicable	
· State Environmental Planning Policy No 50—Canal Estate Development	Not applicable	
· State Environmental Planning Policy No 55—Remediation of Land	Not applicable	
· State Environmental Planning Policy No 64—Advertising and Signage	Yes	
· State Environmental Planning Policy No 65—Design Quality of Residential	Not relevant	Residential flat buildings are permissible in the R2 and business zones as a result of the changes to the land use tables.

Apartment Development		
· State Environmental Planning Policy No 70—Affordable Housing (Revised Schemes)	Yes	
· State Environmental Planning Policy (Aboriginal Land) 2019	Yes	
· State Environmental Planning Policy (Affordable Rental Housing) 2009	Yes	
· State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004	Not relevant	
· State Environmental Planning Policy (Coastal Management) 2018	Not applicable	
· State Environmental Planning Policy (Concurrences) 2018	Not relevant	
State Environmental Planning Policy (Gosford City Centre) 2018	Not relevant	
· State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017	Yes	Changes will facilitate additional educational establishments in some zones, including RU1 and RU2, and mixed use and business zones.
· State Environmental	No change	

Planning Policy (Exempt and Complying Development Codes) 2008		
State Environmental Planning Policy (State and Regional Development) 2011	Yes	Recognising the need to facilitate economic development, the plan makes provision for additional permissible uses. These are predominantly in the business, mixed use and rural zones.
· State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004	Yes	An underlying aging population will drive demand for additional facilities, which can be considered on their merit.
· State Environmental Planning Policy (Infrastructure) 2007	Yes	SP1, SP2
State Environmental Planning Policy (Urban Renewal) 2010	Yes	
State Environmental Planning Policy (State Significant Precincts) 2005 Not	Not applicable	
· State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007	Yes	
· State Environmental Planning Policy (Miscellaneous Consent Provisions) 2007	Not applicable	
State Environmental Planning Policy No. 64 – Advertising and Signage	Not applicable	

· State Environmental Planning Policy (Primary Production and Rural Development) 2019	Yes	<p>The planning proposal would not conflict with any aims or controls of this SEPP, and would impose controls compatible with the following aims of the SEPP:</p> <ul style="list-style-type: none"> <i>a) to facilitate the orderly economic use and development of lands for primary production,</i> <i>b) to reduce land use conflict and sterilisation of rural land by balancing primary production, residential development and the protection of native vegetation, biodiversity and water resources,</i> <i>c) to identify State significant agricultural land for the purpose of ensuring the ongoing viability of agriculture on that land, having regard to social, economic and environmental considerations,</i> <i>d) to simplify the regulatory process for smaller-scale low risk artificial waterbodies, and routine maintenance of artificial water supply or drainage, in irrigation areas and districts, and for routine and emergency work in irrigation areas and districts,</i> <i>e) to encourage sustainable agriculture, including sustainable aquaculture,</i> <i>f) to require consideration of the effects of all proposed development in the State on oyster aquaculture,</i> <i>g) to identify aquaculture that is to be treated as designated development using a well-defined and concise development assessment regime based on environment risks associated with site and operational factors.</i>
· State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011	Yes	<p>Nearly one third of the shire is within the Sydney drinking water catchment. The plan continues to protect the area by limiting the types of development to small residential clusters or to large agricultural holdings.</p>

· State Environmental Planning Policy (Sydney Region Growth Centres) 2006	Not applicable	
· State Environmental Planning Policy (Three Ports) 2013	Not applicable	
· State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017	No change	
State Environmental Planning Policy No. 55 – Remediation of Land	No change	

6. Is the planning proposal consistent with applicable Ministerial Directions (s.117 Directions)?

The Minister for Planning issues Local Planning Directions that Council must follow when preparing a planning proposal. Each s.9.1 Ministerial Direction is listed in the table below with a corresponding comment. The planning proposal has considered all Ministerial Directions and is consistent with all Local Planning Directions.

Source: <https://www.planning.nsw.gov.au/-/media/files/dpe/directions/ministerial-direction-s9-1-consolidated-list-environment-planning-and-assessment-2019-06-21.pdf?la=en>

Section 9.1 Directions

S.9.1 Direction Title	Consistency with Planning Proposal	Comment
1.1 Business and Industrial Zones	consistent	The proposal is consistent with this direction due to the enabling of employment growth in suitable locations as a result of reduced prohibitions of land use.
1.2 Rural Zones	consistent	This proposal is not inconsistent with the protection of agricultural

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		production value of rural land, as it is seeking to reduce prohibitions of land use in order to diversify the agriculture sector, while protecting the value of agricultural land.
1.3 Mining, Petroleum Production and Extractive Industries	consistent	The proposal is not inconsistent with this direction due to potential mining areas not being compromised by inappropriate development as proposed, unless considered on a merit assessment basis.
1.5 Rural Lands	consistent	This proposal is not inconsistent with the protection of rural lands, as it is seeking to reduce prohibitions of land use in order to diversify the agriculture sector, while protecting the value of agricultural land. This will be achieved by making farming more viable from giving farmers the opportunity to have secondary incomes due to more flexible land use permissibility.
2.1 Environment Protection Zones	consistent	This proposal is not inconsistent with the objective of protecting and conserving environmentally sensitive areas.
2.3 Heritage Conservation	consistent	This proposal is not inconsistent with the objective of conserving items, areas, objects and places of environmental heritage significance and indigenous heritage significance.
2.4 Recreation Vehicle Areas	consistent	This proposal is not inconsistent with the objective of protecting sensitive land or land with significant conservation values from adverse impacts from recreation vehicles.

3.1 Residential Zones	consistent	The proposal is consistent with this direction. Through reducing prohibitions, a broader range of housing types will be encouraged, in conjunction with relevant zone objectives. Additionally, existing infrastructure and services will be made use of and infilling will reduce any urban sprawling. Orderly and strategic development will be facilitated on appropriately located and zoned land in proximity to urban infrastructure and services, in accordance with strategic planning frameworks.
3.2 Caravan Parks and Manufactured Home Estates	consistent	The proposal is consistent with the objectives, as reducing the prohibitions will allow for a variety of housing and accommodation types and provide for additional opportunities in suitable zones.
3.3 Home Occupations	consistent	The proposal is consistent with encouraging the carrying out of low impact small businesses in dwelling houses.
4.3 Flood Prone Land	consistent	The planning proposal does not seek to vary any of the flood control provisions contained in the LEP. The flood study was carried out in 2017. Any proposed development that requires consent will need to demonstrate compliance with clause 6.1 of the LEP, which seeks to limit inappropriate development in flood prone land.
4.4 Planning for Bushfire Protection	consistent	The proposal will not have additional impact on bushfire protection.
5.1 Implementation of Regional Strategies	consistent	The planning proposal supports the Sydney-Canberra Corridor Regional Strategy as discussed above.

5.2 Sydney Drinking Water Catchments	consistent	The planning proposal is not inconsistent with this Direction, and will not impact the water quality in the Sydney drinking water catchment.
5.10 Implementation of Regional Plans	consistent	The planning proposal supports the South East and Tablelands Regional Plan 2036 as discussed in Section B.
6.1 Approval and Referral Requirements	consistent	The planning proposal does not trigger the need for any additional concurrence, consultation or referral to a Minister or Public Authority.

Section C - Environmental, Social and Economic Impact

7. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

No significant adverse effects are anticipated, subject to normal merit assessment of Development Applications. Environmental and ecological impacts have been considered in light of the proposed changes. They are considered minor. It is expected that the planning proposal will not have an adverse impact on critical habitats or threatened species. Various other planning policy, guidance and legislation will ensure protection of biodiversity, habitats, species and ecology.

Should any future developments be proposed on land with critical habitat or threatened species, populations or ecological communities, or their habitats, this would need to be suitably managed at the development application stage, as is currently the case.

8. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

Council considers that although some previously prohibited uses will become permissible with consent, the proposal will not produce any significant environmental effects. The development assessment process will

appropriately manage adverse environmental effects subject to normal merit assessment of Development Applications. Agriculturally sensitive land will be protected and its use enhanced in appropriate ways. Planning policy, guidance and legislation will ensure appropriate protection of the environment.

The character, identity and heritage of the Shire's villages will be protected and maintained, as supported by Council's future strategic planning project on Character Statements and village masterplanning, as outlined in the LSPS.

9. How has the planning proposal adequately addressed any social and economic effects?

It is considered that the planning proposal will have positive social and economic effects. The proposal will ensure land use permissibility is consistent with planning objectives, which will align with the vision of the Shire. The proposal will maintain necessary restrictions on development of rural land in keeping with community expectations. Furthermore, the planning proposal is likely to have a positive impact on employment opportunities. It will facilitate the provision of vibrant and attractive village centres that are suited to their location and that will maintain a high level of amenity for residents and visitors. The changes are necessary for delivering better social and economic outcomes for the community at large.

By removing previous overly restrictive prohibitions on development, new opportunities will be created for the LGA, growth will be stimulated and more appropriate land use will be enabled, specific to the context of the shire. Community consultation will allow the public to consider the proposed changes. This aptly follows the recently exhibited draft Local Strategic Planning Statements and draft Housing Strategy documents.

Section D - State and Commonwealth Interests***10. Is there adequate public infrastructure for the planning proposal?***

It is considered that there are no immediate additional infrastructure implications resulting from this planning proposal. Population projections for the Shire are currently considered marginal (see LSPS). It may be the case that with resultant growth in the distant future, additional public infrastructure may be required. This will be addressed by reviews of Section 7.11 and Section 7.12 developer contribution fees and other relevant mechanisms.

11. What are the views of State and Commonwealth public authorities consulted in accordance with the gateway determination?

Relevant State and Commonwealth Government Agencies will be consulted in accordance with the requirements of any Gateway Determination.

PART 4 – MAPPING

Not applicable as the zone objectives and relevant maps, including lot sizes maps, are to remain and the planning proposal does not seek to amend them. This proposal relates only to part 2 of the Upper Lachlan Shire LEP 2010, clause 2.3 Land Use Table. A future proposal will be submitted by Council relating to LEP map amendments.

PART 5 - COMMUNITY CONSULTATION

Council will place the planning proposal on public exhibition in accordance with any Gateway Determination and requirements of the EPA Act and EPA Regulations which would likely include:

- A public notice in the local newspaper notifying of the public exhibition;
- Electronic copies of the exhibition material on Council's website;
- Online public consultation in accordance with new legislation relating to COVID-19 (coronavirus); this may include emails, community mail, newsletters, videos, pop-up website Have Your Say and Facebook.

The Gateway determination will confirm the public consultation that must be undertaken.

PART 6 – PROJECT TIMELINE

It is expected that the relevant steps in the planning proposal process will be completed as set-out in the table below:

Task	Anticipated Timeframe
Council endorse the Planning Proposal	August 2020
Referral to DPE for Gateway Determination	September 2020
Issue of Gateway Determination	October 2020
Revised Planning Proposal submitted to DPE in accordance with Gateway Determination	December 2020
Review and approval of revised Planning Proposal by DPE	February 2021
Public exhibition period	March 2021
Consideration of submissions	April 2021
Post-exhibition report to Council to determine Planning Proposal	April 2021
Submit Planning Proposal to the DPE for determination	May 2021

CONCLUSION AND RECOMMENDATION

The primary purpose of the planning proposal has been to amend the Land Use Table to better align permissible development with LGA planning objectives. This has been carried out in accordance with the guidelines prepared by NSW Department of Planning and is considered the most appropriate means of achieving the intended outcome of the planning proposal.

This work is a follow on from the development of ULSC LSPS, which identified inhibitors to change in the local economy and negative trends in the local demography. Providing for permissibility with consent in some zones facilitates a move toward considering proposals on their merits rather than with blanket prohibitions.

It is recommended that the Planning Proposal be endorsed by the Upper Lachlan Shire Council and forwarded to the Minister for Planning for a Gateway Determination in accordance with the Environmental Planning and Assessment Act 1979 on the following grounds:

- Changes to the land use table are justified in terms of consistency with relevant planning strategies and plans.
- The proposed changes are consistent with development zone objectives.
- The proposed changes have been considered in terms of the environmental, social and economic impact, and this is considered satisfactory.
- The proposal is consistent with the LSPS and meets all State, Regional and Local Planning policies.
- The proposal is consistent with Ministerial Directions.

Upper Lachlan Shire Council is very aware that improving permissibility raises the possibility of conflicts between land uses. The LSPS introduces eight planning principles that will guide assessments of future proposals. The plan changes will require Council to become more strategic in its approach to planning for the Local Government Area.

ATTACHMENTS

Council Report dated

Council Minutes dated

ANNEXURES

Annexure A LEP 2010 Zoning Maps LZN001-LZN009 (Current)
Annexure B Land Subject to the Planning Proposal
Annexure C South East and Tablelands Regional Plan 2036
Annexure D Strategic Agricultural Land Map
Annexure E LSPS

Zone RU1 Primary Production

1 Objectives of zone

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To promote the use of agricultural land for efficient and effective agricultural production.
- To allow for the development of non-agricultural land uses that are compatible with the character of the zone.
- To allow the development of processing, service and value adding industries related to agriculture and primary industry production.
- To minimise the visual impact of development on the existing agricultural landscape character.
- To protect and enhance the water quality of watercourses and groundwater systems and to reduce land degradation.
- To maintain areas of high conservation value vegetation.

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Extensive agriculture; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Agriculture; Animal boarding or training establishment; Aquaculture; Artisan food and drink industry; Bed and breakfast accommodation; Camping ground; Cellar door premises; Dual occupancy; Dwelling houses; Eco-tourist facility; Environmental facilities; Extractive industries; Farm buildings; Farm stay accommodation; Function centre; Home industries; Industrial retail outlets; Industrial training facilities; Information and education facility; Kiosk; Landscaping material supplies; Market; Neighbourhood shops; Plant nurseries; Pub; Recreation area; Recreation facility (outdoor); Research station; Restaurants or cafes; Roadside stalls; Rural industry; Rural supplies; Secondary dwellings; Self-storage units; Timber yards; Any other development not specified in item 2 or 4.

4 Prohibited

Amusement centres; Centre-based child care facilities; Commercial premises; Correctional centre; Crematoria; Depot; Entertainment facilities; Exhibition homes; Exhibition villages; Freight transport facilities; Funeral homes; Health services facilities; Home occupations (sex services); Industries; Mortuaries; Passenger transport facilities; Recreation facilities (indoor); Registered clubs; Residential accommodation; Restricted premises; Service stations; Sex services premises; Storage premises; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Wholesale supplies; Waste or resource management facility

Zone RU2 Rural Landscape

1 Objectives of zone

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To maintain the rural landscape character of the land.
- To provide for a range of compatible land uses, including extensive agriculture.
- To preserve environmentally sensitive areas including waterways and prevent inappropriate development likely to result in environmental harm.
- To protect the Pejar catchment area from inappropriate land uses and activities and minimise risk to water quality.
- To minimise the visual impact of development on the rural landscape.
- To minimise the impact of development on the existing agricultural landscape character.
- To protect and enhance the water quality of watercourses and groundwater systems and to reduce land degradation.
- To maintain areas of high conservation value vegetation.

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Extensive agriculture; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Agriculture; Agricultural produce industries; Animal boarding or training establishment; Artisan food and drink industries; Aquaculture; Bed and breakfast accommodation; Camping ground; Cellar door premises; Centre-based child care facilities; Charter and tourism boating facility; Dual occupancy; Dwelling houses; Ecotourist facility; Educational establishments; Environmental facilities; Extractive industries; Farm stay accommodation; Farm buildings; Food and drink premises; Function centre; Garden centres; Group home; Hardware and building supplies; High technology industries; Home industries; Hostel; Industrial retail outlet; Industrial training facility; Information and education facility; Kiosk; Landscaping material supplies; Market; Light industries; Plant nurseries; Pub; Recreation areas; Recreation facility (outdoor); Research station; Respite daycare centre; Restaurants or cafes; Roadside stalls; Rural industry; Rural supplies; Secondary dwellings; Shop-top housing; Timber yards; Any other development not specified in item 2 or 4

4 Prohibited

Amusement centres; Commercial premises; Depot; Health services facility; Industries; Passenger transport facilities; Recreation facilities (indoor); Registered clubs; Residential accommodation; Restricted premises; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Wholesale supplies

Zone RU3 Forestry

1 Objectives of zone

- To enable development for forestry purposes.
- To enable other development that is compatible with forestry land uses.

2 Permitted without consent

Roads; Uses authorised under the [Forestry Act 2012](#) or under Part 5B (Private native forestry) of the [Local Land Services Act 2013](#)

3 Permitted with consent

Aquaculture; Camping ground; Eco-tourist facility; Environmental facilities; Environmental protection works; Information and education facilities; Research station

4 Prohibited

Any development not specified in item 2 or 3

Zone RU4 Primary Production Small Lots

1 Objectives of zone

- To enable sustainable primary industry and other compatible land uses.
- To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly those that require smaller lots or that are more intensive in nature.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To maintain the soil and water quality in good condition in association with the more intensive residential development of land within this zone.
- To protect and enhance the water quality of watercourses and groundwater systems and to reduce land degradation.
- To maintain areas of high conservation value vegetation.

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Agriculture; Agricultural produce industries; Animal boarding or training establishment; Artisan food and drink industry; Aquaculture; Bed and breakfast accommodation; Camping ground; Cellar door premises; Dwelling houses; Eco-tourist facilities; Environmental facilities; Extractive industries; Farm buildings; Farm stay accommodation; Garden centres; High technology industry; Home industries; Industrial retail outlets; Industrial training facilities; Information and education facility; Kiosks; Landscaping material supplies; Market; Poultry farms; Plant nurseries; Recreation area; Recreation facility (outdoor); Respite day care centre; Restaurant or café; Roadside stalls; Rural industries; Rural supplies; Secondary dwellings; Self-storage units; Any other development not specified in item 2 or 4

4 Prohibited

Air transport facilities; Airstrips; Amusement centres; Centre-based child care facilities; Commercial premises; Correctional centre; Crematoria; Depots; Entertainment facilities; Exhibition homes; Exhibition villages; Freight transport facilities; Heavy industrial storage establishments; Health services facilities; Highway service centres; Home occupations (sex services); Industries; Intensive livestock agriculture; Mortuaries; Passenger transport facility; Places of public worship; Recreation facilities (indoor); Recreation facilities (major); Registered clubs; Residential accommodation; Restricted premises; Service stations; Sex services premises; Storage premises; Tourist and visitor accommodation; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste or resource management facilities; Wholesale supplies

Zone RU5 Village

1 Objectives of zone

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To ensure the orderly and efficient use of land and infrastructure within each village.
- To improve the amenity of residential, commercial, civic and community uses within village areas.
- To conserve buildings, landscape features and streetscape features that contribute to the character and identity of village areas.
- To protect creeks and waterways that are associated with the village and surrounding area.
- To protect and enhance the water quality of watercourses and groundwater systems and to reduce land degradation.
- To maintain areas of high conservation value vegetation.

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Bed and breakfast accommodation; Camping ground; Caravan park; Centre-based child care facilities; Commercial premises; Community facilities; Dual occupancies; Dwelling houses; Entertainment facility; Environmental facility; Farm stay accommodation; Farm buildings; Home industries; Hotel or motel accommodation; Information and education facility; Kiosk; Light industry; Market; Multi dwelling housing; Neighbourhood shops; Oyster aquaculture; Passenger transport facility; Places of public worship; Pub; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Respite day care centres; Restaurant or cafe; Schools; Secondary dwellings; Self-storage units; Seniors housing; Shop top housing; Take away food and drink premises; Tank-based aquaculture; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishment; Correctional centres; Electricity generating works; Extractive industries; Freight transport facilities; Forestry; Funeral homes; Heavy industrial storage establishments; Industrial retail outlet; Industries; Open cut mining; Pond-based aquaculture; Recreation facility (major); Restricted premises; Rural industries; Sewerage systems; Sex services premises; Storage premises; Truck depot; Warehouse or distribution centre; Waste or resource management facility; Wharf or boating facilities

Zone R2 Low Density Residential

1 Objectives of zone

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

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Aquaculture; Attached dwellings; Bed and breakfast accommodation; Boarding houses; Business Premises; Caravan park; Centre-based child care facilities; Community facility; Dual occupancies; Dwelling houses; Environmental facility; Exhibition homes; Food and drink premises; Group homes; Home industries; Medical centres; Multi dwelling housing; Neighbourhood shops; Oyster aquaculture; Plant nursery; Recreation areas; Recreation facility (indoor); Recreation facility (outdoor); Respite day care centres; Secondary dwellings; Self-storage units; Seniors housing; Shop top housing; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air strips; Air transport facilities; Amusement centres; Animal boarding or training establishments; Boat building and repair facilities; Charter and tourism boating facilities; Commercial premises; Correctional centres; Crematoria; Depots; Electricity generating works; Entertainment facilities; Extractive industries; Farm buildings; Forestry; Freight transport facilities; Heavy industrial storage establishments; Helipads; Highway service centres; Home occupations (sex services); Hospitals; Industrial retail outlets; Industrial training facilities; Industries; Information and education facility; Mortuaries; Open cut mining; Passenger transport facility; Recreation facilities (major); Registered clubs; Restricted premises; Rural industries; Service stations; Sewerage systems; Sex services premises; Storage premises; Tourist and visitor accommodation; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste or resource management facilities; Water treatment facilities; Wharf or boating facilities; Wholesale supplies

Zone R5 Large Lot Residential

1 Objectives of zone

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To encourage subdivision of land that is consistent with the constraints and opportunities of the land.
- To maintain areas of high conservation value vegetation.

2 Permitted without consent

Building identification signs; Business identification signs; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Aquaculture; Bed and breakfast accommodation; Boarding houses; Business Premises; Camping ground; Caravan park; Centre-based child care facilities; Community facility; Dual occupancies; Dwelling houses; Eco-tourist facility; Environmental facility; Extensive agriculture; Home industries; Market; Multi dwelling housing; Neighbourhood shop; Pub; Recreation areas; Recreation facilities (major); Recreation facilities (outdoor); Respite day care centre; Restaurant or cafe; Roadside stall; Rural supplies; Secondary dwellings; Self-storage units; Take away food and drink premises; Any other development not specified in item 2 or 4

4 Prohibited

Air transport facilities; Air strips; Agriculture; Amusement centres; Commercial premises; Correctional centre; Crematoria; Depot; Electricity generating works; Entertainment facilities; Extractive industries; Forestry; Freight transport facility; Health services facilities; Heavy industrial storage establishments; Industrial retail outlets; Industrial training facilities; Industries; Information and education facilities; Mortuaries; Open cut mining; Passenger transport facilities; Recreation facilities (indoor); Restricted premises; Registered clubs; Rural industries; Sewerage systems; Storage premises; Service station; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste or resource management facilities; Wharf or boating facilities; Wholesale supplies

Zone B2 Local Centre

1 Objectives of zone

- To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.
- To encourage employment opportunities in accessible locations.
- To maximise public transport patronage and encourage walking and cycling.

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Amusement centre; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Home industries; Information and education facilities; Light industry; Medical centres; Oyster aquaculture; Passenger transport facilities; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Self-storage units; Service stations; Shop top housing; Tank-based aquaculture; Tourist and visitor accommodation; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Boarding house; Cemeteries; Correctional centre; Crematoria; Electricity generating works; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facility; Group home; Heavy industrial storage establishments; Highway service centres; Hostel; Industrial retail outlets; Industries; Marinas; Moorings; Mooring pens; Open cut mining; Pond-based aquaculture; Recreation facility (major); Recreation facility (outdoor); Rural industries; Rural workers' dwellings; Seniors housing; Sewerage systems; Storage premises; Waste or resource management facility; Wharf or boating facilities

Zone B4 Mixed Use

1 Objectives of zone

- To provide a mixture of compatible land uses.
- To integrate suitable business, office, residential, retail and other development in accessible locations so as to maximise public transport patronage and encourage walking and cycling.

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Home-based child care; Home businesses; Home occupations; Roads

3 Permitted with consent

Amusement centre; Boarding houses; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Hotel or motel accommodation; Information and education facilities; Light industries; Medical centres; Office premises; Oyster aquaculture; Passenger transport facilities; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Restricted premises; Retail premises; Rural industries; Self-storage units; Seniors housing; Shop-top housing; Tank-based aquaculture; Tourist and visitor accommodation; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Air strips; Animal boarding or training establishments; Cemeteries; Correctional centre; Electricity generating works; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Heavy industrial storage establishments; Highway service centres; Industrial retail outlets; Industries; Marinas; Moorings; Mooring pens, Open cut mining; Pond-based aquaculture; Recreation facilities (major); Rural workers' dwellings; Sewerage systems; Storage premises; Waste or resource management facility; Wharf or boating facilities

Zone IN2 Light Industrial

1 Objectives of zone

- To provide a wide range of light industrial, warehouse and related land uses.
- To encourage employment opportunities and to support the viability of centres.
- To minimise any adverse effect of industry on other land uses.
- To enable other land uses that provide facilities or services to meet the day to day needs of workers in the area.
- To support and protect industrial land for industrial uses.

2 Permitted without consent

Building identification signs; Business identification signs; Environmental protection works; Roads

3 Permitted with consent

Depots; Freight transport facility; Garden centres; Hardware and building supplies; Heavy industrial storage establishment; Industrial retail outlets; Industrial training facilities; Industry; Kiosk; Landscaping material supplies; Neighbourhood shops; Oyster aquaculture; Places of public worship; Plant nurseries; Recreation area; Restaurant or café; Storage premises; Tank-based aquaculture; Timber yards; Transport depot; Truck depot; Vehicle body repair workshop; Vehicle repair station; Vehicle sales or hire premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Camping grounds; Caravan parks; Cemeteries; Centre-based child care facilities; Correctional centre; Educational establishments; Eco-tourist facilities; Entertainment facilities; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Forestry; Home-based child care; Home occupations; Home occupations (sex services); Home industry; Information and education facility; Open cut mining; Passenger transport facility; Pond-based aquaculture; Public administration building; Recreation facilities (outdoor); Recreation facilities (major); Registered clubs; Residential accommodation; Respite day care centres; Restricted premises; Rural industries; Rural supplies; Sewerage systems; Sex services premises; Tourist and visitor accommodation; Waste or resource management facility; Wharf or boating facilities; Wholesale supplies

Zone SP1 Special Activities

1 Objectives of zone

- To provide for special land uses that are not provided for in other zones.
- To provide for sites with special natural characteristics that are not provided for in other zones.
- To facilitate development that is in keeping with the special characteristics of the site or its existing or intended special use, and that minimises any adverse impacts on surrounding land.

2 Permitted without consent

Nil

3 Permitted with consent

Aquaculture; The purpose shown on the [Land Zoning Map](#), including any development that is ordinarily incidental or ancillary to development for that purpose

4 Prohibited

Any development not specified in item 2 or 3

Zone SP2 Infrastructure**1 Objectives of zone**

- To provide for infrastructure and related uses.
- To prevent development that is not compatible with or that may detract from the provision of infrastructure.

2 Permitted without consent

Nil

3 Permitted with consent

Aquaculture; Caravan park; Camping ground; Information and education facilities; The purpose shown on the [Land Zoning Map](#), including any development that is ordinarily incidental or ancillary to development for that purpose

4 Prohibited

Any development not specified in item 2 or 3

Zone RE1 Public Recreation**1 Objectives of zone**

- To enable land to be used for public open space or recreational purposes.
- To provide a range of recreational settings and activities and compatible land uses.
- To protect and enhance the natural environment for recreational purposes.

2 Permitted without consent

Environmental protection works; Roads

3 Permitted with consent

Aquaculture; Boat building and repair facilities; Boat launching ramps; Boat sheds; Camping ground; Caravan park; Charter and tourism boating facilities; Community facilities; Eco-tourist facility; Entertainment facility; Environmental facilities; Flood mitigation works; Information and education facility; Jetties; Kiosks; Marinas; Market; Mooring; Mooring pens; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Water recreation structures; Water storage facilities; Wharf or boating facilities

4 Prohibited

Any development not specified in item 2 or 3

Zone E1 National Parks and Nature Reserves

1 Objectives of zone

- To enable the management and appropriate use of land that is reserved under the *National Parks and Wildlife Act 1974* or that is acquired under Part 11 of that Act.
- To enable uses authorised under the *National Parks and Wildlife Act 1974*.
- To identify land that is to be reserved under the *National Parks and Wildlife Act 1974* and to protect the environmental significance of that land.

2 Permitted without consent

Uses authorised under the *National Parks and Wildlife Act 1974*

3 Permitted with consent

Nil

4 Prohibited

Any development not specified in item 2 or 3

Zone E2 Environmental Conservation

1 Objectives of zone

- To protect, manage and restore areas of high ecological, scientific, cultural or aesthetic values.
- To prevent development that could destroy, damage or otherwise have an adverse effect on those values.

2 Permitted without consent

Environmental protection works; Extensive agriculture; Roads

3 Permitted with consent

Bed and breakfast accommodation; Boat building and repair facility; Boat launching ramp; Boat shed; Camping grounds; Charter and tourism boating facility; Dwelling houses; Eco-tourist facilities; Environmental facilities; Farm stay accommodation; Flood mitigation works; Information and education facilities; Jetties; Marinas; Moorings; Mooring pens; Oyster aquaculture; Recreation areas; Recreation facilities (outdoor); Research station; Signage; Water recreation structures; Wharf or boating facilities

4 Prohibited

Agriculture; Business premises; Hotel or motel accommodation; Industries; Multi dwelling housing; Office premises; Pond-based aquaculture; Recreation facilities (major); Residential flat buildings; Restricted premises; Retail premises; Seniors housing; Service stations; Tank-based aquaculture; Tourist and visitor accommodation; Warehouse or distribution centres; Any other development not specified in item 2 or 3

Zone E3 Environmental Management

1 Objectives of zone

- To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values.
- To provide for a limited range of development that does not have an adverse effect on those values.
- To facilitate the management of environmentally sensitive land and areas of high environmental value to the local government area.

2 Permitted without consent

Environmental protection works; Extensive agriculture; Home occupations; Roads

3 Permitted with consent

Aquaculture; Backpackers accommodation; Bed and breakfast accommodation; Boat building and repair facility; Boat launching ramp; Boat shed; Camping ground; Community facilities; Charter and Tourism Boating Facilities; Dwelling houses; Eco-tourist facilities; Environmental facilities; Farm stay accommodation; Flood mitigation works; Food and drink premises; Function centre; Information and education facility; Jetties; Kiosk; Marinas; Moorings; Mooring pens; Recreation areas; Recreation facilities (outdoor); Research station; Shop; Signage; Water recreation structures; Wharf or boating facilities

4 Prohibited

Industries; Multi dwelling housing; Residential flat buildings; Retail premises; Seniors housing; Service stations; Tourist and visitor accommodation; Warehouse or distribution centres; Any other development not specified in item 2 or 3

Environment and Planning - 20 August 2020

ITEM 11.2 **Planning proposal-Laggan Lane estate Lot 2 DP 1233492, Lot 1 DP 1253980 and Lot 1 DP 239858**

FILE REFERENCE **I20/335**

AUTHOR **Manager of Environment and Planning**

ISSUE

The Council is in receipt of a planning proposal for land to the north of Laggan. The proposal will extend Laggan to the north as a village and add an additional rural smallholding zone and enable agricultural smallholdings adjacent to the village.

RECOMMENDATION That -

1. Council prepare a planning proposal seeking a Gateway Determination to amend the Upper Lachlan Local Environmental Plan 2010 by changing the zoning and lot sizes in Zoning Map LZ and 006 and Lot Size Mapsz006;
2. Council requested the Department of Planning Industry and Environment to authorise Council to exercise delegation of plan making functions in accordance with the Environmental Planning and Assessment Act 1979; and
3. The applicant be advised of Council's decision.

BACKGROUND

A planning proposal to extend the village of Laggan immediately north of Laggan Lane to potentially produce an additional twenty six 4000 m² residential lots, nine rural residential lots and two small agricultural production lots. The total additional lots equals 37.

26 lots @ 4000 m²
9 lots @ either 1 Ha or 2 Ha
2 lots @ 5 Ha
Total 37 lots

The land is immediately to the north of the existing village. The 26 lots to be zoned Village meet Council's minimum requirement of 4000 m² for dwellings with the septic tank. A proportion of the land is constrained by a watercourse and Overland flow and a proportion of the land has been identified as having biodiversity values. A proposed subdivision was prepared to identify how these areas could be protected. A planning proposal is submitted for Council's consideration.

REPORT

The planning proposal will amend the Upper Lachlan Shire Local Environmental Plan 2010 in the following manner:

Lot 2 deposited plan 1233492 (part) will be rezoned from RU2 rural landscape to RU5 Village and the minimum lot size will reduce from 80 ha to 4000 m² to enable the development of dwellings on the northern edge of the town.

To the north a part of Lot 2 DP 1233492 and part of Lot 1 DP 239858 and Lot 1 DP 1253980 will be rezoned from RU2 rural landscape to RU4 Rural Smallholdings. On these lots the minimum lot size will change from 80 Ha to 1 Ha closer to the village 2 Ha to the North West and 5 Ha in the North. This will enable agricultural smallholdings.

The planning proposal was prepared at the same time as Upper Lachlan Shire Council Local Strategic Planning Statement 2040 and was considered during the preparation of that documentation. It is consistent with the LSPS in that it provides an opportunity for new settlement close to existing urban service centres. It is adjacent to Laggan which is close to Crookwell. The planning proposal is consistent with the identified growth areas for Laggan.

The development will provide for various lifestyle living opportunities whilst ensuring environmentally sustainable growth adjacent to a community that is stable, but needs some additional growth to sustain commercial premises and the existing school.

Attached to the Planning Proposal is a Bushfire Assessment, an Aboriginal Due Diligence Assessment, a Preliminary Flood Assessment, Traffic and Parking Impact Assessment, a Feasibility Assessment for Wastewater Management and an Ecological Assessment.

How does the matter stack up against the Council's local strategic planning statement?

Upper Lachlan Shire Council Local Strategic Planning Statement 2040 listed eight principles or planning themes for Council to consider and for priorities for urban land, tourism, business development and agricultural land.

Drivers of growth and sustainability

Planning objective 2.1 under the planning principle of drivers of growth and stability provides that Council should develop village residential opportunities in safe locations. These should also be close to existing services and villages where possible. The planning proposal is considered to be consistent with this planning action.

Productivity and collaborative diversity

Council's action 1.2 is to plan for diverse agribusiness and agricultural land reform. Encourage vertical integration of the rural economy. This proposal will provide for additional small lot agricultural land adjacent to an existing village. Most of the land will be village development and might potentially add between 60 and 100 people to the

population if the lots are held and used as residential lots. The actual number is likely to be less as many will be held by absentee land holders.

Connectivity, transport and movement

In line with priority2 for urban land this proposal will address action 2.3 design towns for walking, promote density and facilitate a mix of collaborative uses. The proposal is immediately adjacent to the existing village, within a walkable distance and responsibly dense given that the sites will be required to have septic tanks installed.

Lifestyle and liveability

In line with priority2 urban land the development will provide new space to grow around existing villages and towns and provide for infill opportunities.

Population

Population planning priority nonurban land action 1.6 the proposal will provide some opportunities for investment and employment in agriculture through the provision of small agricultural lots close to town. Also under population, but in line with priority three for tourism the proposal will increase human and infrastructure capacity in the tourism area and possibly provide for new destination activities.

Landscape

While the proposal will subdivide some quality agricultural land it does recognise that the rural landscape is a productive element and also identifies some environmentally sensitive aspects that need protecting. The proponent provides protection for overland flow and some biodiversity areas.

In line with action 2.7 the proponent has designed the subdivision to facilitate villages that are empathetic to existing agricultural landscapes and created small protectable bounded spaces by creating smaller lots close to the village and a buffer zone of larger lots at the edge. It is possible that this will restrict the growth of the village in a northerly and westerly direction.

However, this is consistent with the expressed interest of several residents who identified the adjoining ridge as an area that should be protected. Large lots along the ridge with houses close to roads will help to ensure future development is closer to the village, protecting the ridge.

Structural elements

The land is adjacent to an existing village maintaining the village and rural land interface while providing more development opportunities close to an existing school, commercial developments and existing residential areas and providing small lot agricultural opportunities close to the village.

The proposed development is also consistent with the Upper Lachlan Community Strategic Plan Vision 2023:

Environment and Planning

PLANNING PROPOSAL-LAGGAN LANE ESTATE LOT 2 DP 1233492, LOT 1 DP 1253980 AND LOT 1 DP 239858 cont'd

The Vision for Our Future Is:

To be a diverse local government area that provides various lifestyle, business, enterprise, leisure and recreation alternatives, whilst ensuring environmental sustainability, preservation of our history and a sense of belonging in our community.

The proposal will provide a village lifestyle adjacent to an existing village which provides an alternative living arrangements to surrounding shires that have provided larger proportions of rural residential living. The alternative of village living, and adding value to our existing 12 villages provides a clear distinction between Upper Lachlan and surrounding shires including Yass Valley and Queanbeyan Pellerang. These localities provide for growth through rural residential development that can be considered as an inefficient use of rural land. The addition of residential land to an existing village with a rural buffer will help to consolidate the village and provide for sustainable growth.

POLICY IMPACT

The proposal changes the planning framework for Laggan but is consistent with the LSPS. The proposal changes the LEP in a manner envisaged in the LSPS and provides a natural edge to the village.

OPTIONS

The Council may adopt the recommendations, request further information or reject the proposal. The proposal, if adopted will be forwarded to the Department of Planning Industry and Environment for a planning Gateway assessment. If it is approved it will be advertised for community comments.

FINANCIAL IMPACT OF RECOMMENDATIONS

There are no additional demands on the Councils funds. The proponent has paid fees.

RECOMMENDATION That -

1. Council prepare a planning proposal seeking a Gateway Determination to amend the Upper Lachlan Local Environmental Plan 2010 by changing the zoning and lot sizes in Zoning Map LZ and 006 and Lot Size Mapsz006;
2. Council requested the Department of Planning Industry and Environment to authorise Council to exercise delegation of plan making functions in accordance with the Environmental Planning and Assessment Act 1979; and
3. The applicant be advised of Council's decision.

ATTACHMENTS

1. ➡	Planning Proposal	Appendix
2. ➡	Planning Proposal Signed Application	Appendix
3. ➡	Letter to Upper Lachlan Shire Council - Planning Proposal	Appendix
4. ➡	Annexure M - SEEC Wastewater Report Final	Appendix
5. ➡	Annexure N - Capital Ecology Report Final	Appendix

Environment and Planning

PLANNING PROPOSAL-LAGGAN LANE ESTATE LOT 2 DP 1233492, LOT 1 DP 1253980 AND LOT 1 DP 239858 cont'd

6. ↗	Annexure O - SEEC Flood Report Final	Appendix
7. ↗	Annexure P - Australian Bushfire Solution Report	Appendix
8. ↗	Annexure Q - Apex Aboriginal due Diligence assessment Final Report	Appendix
9. ↗	Annexure R - Traffic and Parking Impact - MTE Report	Appendix

Environment and Planning - 20 August 2020

ITEM 11.3 **Incentives for Development**

FILE REFERENCE **I20/337**

AUTHOR **Manager of Environment and Planning**

ISSUE

One of the most controversial aspects of development control is the application of developer contributions to pay for additional infrastructure. When a development application proposes additional or new activities they need to be connected to Council and state government infrastructure. What charges are fair and reasonable, when should they be applied and can infrastructure costs inhibit change?

RECOMMENDATION That -

1. The council develop an incentives scheme based on the objectives, principles, and target groups in the report and bring it back for review.
2. The council provide incentives for businesses that will add value in the not for profit and healthcare sectors, industrial development, new tourism development and commercial development in the business districts of Crookwell, Taralga, Gunning, and Collector.
3. The Council provide incentives for residential in villages when they encourage a diversity of housing choice.
4. The Council consider education services such as child care and not for profit enterprises as target businesses.

BACKGROUND

In July 2020 the New South Wales government, through the New South Wales productivity commission issued a paper Review of Infrastructure Contributions in New South Wales. The paper highlights that there is a need to strike the right balance between competing principles of efficiency, equality, certainty and simplicity. The paper also highlighted that councils need a broader revenue source for the funding of infrastructure and to integrate land use and infrastructure planning.

Council has been questioning its contributions planning system for some time. A review of the contributions policy commenced in 2018. It concluded that the Council's policy is dated, not necessarily best practice and does not match the approach of surrounding councils.

The Council adopted the policy in 2007.

REPORT

Councils in New South Wales are facing complex change in demography, demand for services and costs shifting from other levels of government. Income from developers provides one line of infrastructure support. Council needs to consider the capacity of developers in the mix of income sources.

Council has considered the matter at Council workshops that have generally concluded:

Council should develop an incentives policy,
The Council should not arbitrarily give up its existing framework,
The cost of property in the area is relatively low, as an input into new development,
The Council should provide some incentives, but that they should be transparent and sustainable.

The authority for contributions planning is in section 7.11 and 7.12 of the Environmental Planning and Assessment Act 1979. The Act requires the Council has a contributions plan that has been advertised and is compliant. The Council is required to review its work schedules, accompanying timeframes, and the nexus between demand from new development and use by existing residents.

The Upper Lachlan plan started on 1 August 2007 under what has become section 7.11, and an s7.12 policy commenced on 28 March 2012. The purpose of collecting contributions from developers is to assist with the growth and capital improvement of public infrastructure. A paper on the current situation for the existing contributions plan is attached to this report.

There are many ways to approach incentives for new development. In this approach, the Environment and Planning Department selected some objectives and actions from the LSPS. Principles from the LSPS are applied to the contributions policy to derive options and targets.

Objectives:

The four priorities of the Council are nonurban land, urban land, and tourism and business development. The eight principles for each priority suggest that the Council should provide incentives that will:

- Attract industry and investment
- Support a variety of housing options
- Diversify the agriculture industry
- Promote tourism
- Address land banking, and
- Provide for additional community, health and education services.

For businesses wishing to relocate or expand operations within the Shire, the Council will provide incentives to:

- Stimulate sustainable growth within vital strategic industries and locations
- Diversify the local economy
- Value add to the regional economy (aligning with the South East and Tablelands Regional Plan priorities)

To align this policy with the 2040 LSPS –

- Value add to existing production and support small business start-ups
- Attract young families
- Meet housing needs to address housing gaps identified in the draft Housing Strategy
- Diversify the economy by promoting new enterprise and priorities
- Add detail to the business development theme of the Strategy to:
 - Create new jobs and investment
 - Value add through enhanced supply chains, and
 - Stimulate opportunities for innovation

One approach would be to target specific industries and business activity that is missing or in low supply in the Shire and can also add employment and income locally.

Specific Target Industries:

The Strategic Planning Statement identifies some targets for change and encouragement in the next few years. Target sectors include Tourism, especially the development of accommodation and facilities across the Shire. Another focus is on improving the provision of aged care in the villages and supporting local communities and professional services that are developing in the towns of Crookwell, Taralga, and Gunning.

Child care and other education industries are not fulfilling the needs of the local community, causing parenting aged members of the population to find services in Goulburn or not enter the workforce.

Industrial development will bring workers in the transport, agricultural and ancillary industries. However, these are more likely to develop close to major transport routes. Transport and storage might be a policy option for Gunning and Collector.

While small business industries need some attention, they are challenging to start and sustain in rural localities. The cost of land and buy-in is low, but so are margins.

Residential construction is one of the largest employers after agriculture in the Shire. It provides for a significant and growing proportion of the value-adding component of the economy. It will develop by increasing activities that attract people to come and live here.

Commercial services often centralise in larger cities. Encouraging new distributed service providers to rural areas is a focus of the strategic planning framework.

The Council should target specific industries that have the potential to grow and attract younger families.

Options:

1. Capping maximum infrastructure charges within identified growth areas for industrial activities, business activities or residential development to a pre-agreed per cent. Discounts could be a range between 75% down to 30% by type of business. As an example, Aged Care might get a 70% discount and pay 30% of the contribution. Residential subdivisions larger than five lots in a residential or village zone might incur a 25% discount. If more significant 10 lots, it might attract a 40% discount on road contributions, provided it fronts a sealed road. New rural blocks attract no deduction as they usually are connected by unmade roads and encourage rural fragmentation.
2. Rebates on application fees to encourage particular types of uses, i.e. motel/hotel, tourist attraction, winery and the like. For example, a motel development in Crookwell, Taralga or Gunning might be eligible for a 25% discount to encourage tourist accommodation in these towns and improve stopover visitor time and visitor spending.
3. Reduce infrastructure fees by X% to encourage infill in identified areas. Subdivisions in the three main towns of more than 5 lots would attract a discount on the water and sewer fees, provided the water and sewer network is available.
4. Waive or lower infrastructure charges for particular types of developments up to a certain amount. Industrial, motel accommodation and destination developments that become attractors in their own right might receive a more substantial discount. Destination developments might receive a 70% discount.
5. Waive infrastructure charges for establishing new uses within an existing non-residential building.
6. Waive contributions for a business that does not currently exist in the town, or current activity that relocates.
7. Infrastructure exemption on non-residential development undertaken by community organisations and not for profits.
8. Encourage small startups by way of support through Council provision of:
 - a. Industry network
 - b. Business advisor
9. Provide discounts of up to 100% on infrastructure charges (at the discretion of Council on a case by case basis).
10. Provide business incentives such as employment-generating incentive if it creates local jobs, for instance, deferring of contributions or reductions for changes of use.
11. Introduce incentives to develop reinvestment in landholdings to address land banking.
12. Incentives for encouraging greater residential housing diversity, i.e. smaller dwellings, hamlets, repurposing buildings, affordable housing, social housing, shop top housing.

POLICY IMPACT

The Council is very reliant on the contributions made by developers for income toward infrastructure growth. However there are signals in the market that attracting development that will diversify the local economy and keep it growing slightly is becoming more difficult.

As the economy of the nation shrinks and the local economy goes into decline, the Council will need to grow its revenue share. One option is to increase levies. In a location where costs are low, margins are also thin. Growing the economy through incentives is a good option. However, it is also risky. If the leavers are not appropriate they will not provide the growth required to replace income. This strategy is part of a broader strategy that encompasses land use changes and price incentives.

The Short term impact will be on the direct revenue. The longer term is more promising, growth in employment and population attraction are the anticipated outcome.

OPTIONS

There are numerous options available to the Council. Keep the status quo is the first. However there are comments that this is not working to sustain the population and council income.

A second option is to continue with the land use planning changes and hope that this will encourage new investment to replace existing economic approaches.

The third options to look for financial options on their own.

The fourth option is to try to balance change and growth with stability and encouragement of new activity without opting for a rapid growth strategy. That is the option addressed here.

FINANCIAL IMPACT OF RECOMMENDATIONS

It is possible that the option of providing incentives will have little effect on the bottom line because the target industries are not industries that are a significant proportion of our existing income. The home construction, agriculture and standard commercial developments are not the targets of the incentives. Additionally the target industries might grow the demand for residential development maintaining the existing income. Subdivisions larger than 5 lots are a small proportion of new lot creation in the past 5 years. There may however be some impact from other development applications that are targeted, but the proposal does not recommend significantly changing the contributions plans across the board.

RECOMMENDATION That -

1. The council develop an incentives scheme based on the objectives, principles, and target groups in the report and bring it back for review.
2. The council provide incentives for businesses that will add value in the not for profit and healthcare sectors, industrial development, new tourism development and commercial development in the business districts of Crookwell, Taralga, Gunning, and Collector.
3. The Council provide incentives for residential in villages when they encourage a diversity of housing choice.
4. The Council consider education services such as child care and not for profit enterprises as target businesses.

ATTACHMENTS

Nil

12 INFRASTRUCTURE DEPARTMENT

The following item is submitted for consideration -

12.1	Works In Progress - Construction & Maintenance	136
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Infrastructure Department - 20 August 2020

ITEM 12.1 **Works In Progress - Construction & Maintenance**

FILE REFERENCE **I20/357**

AUTHOR **Director of Infrastructure**

ISSUE

This report provides Council with details regarding major construction works completed in 2019/20 and current maintenance work in progress.

RECOMMENDATION That –

1. Council receive the report and note the information.

BACKGROUND

Major construction works completed in the last 12 months and maintenance works in progress.

REPORT

Details of major works completed in the last 12 months are set out below:

Wheeo Road Seal Extension

Earthworks is completed on a 2km extension of the sealed surface on Wheeo Road west from Grabben Gullen Creek. A 2 coat bitumen seal will be provided to the surface in conjunction with Councils reseal program in spring.

Kiamma Creek Bridge Replacement and Approaches on Laggan Road.

Major construction works have been completed on the replacement of the timber bridge over Kiamma Creek in Crookwell. The bridge itself has been replaced, guardrail and kerb and gutter installed. The road approaches have been sealed with asphalt. Landscaping works will continue over the next couple of weeks and then in spring to complete these works.

Laggan Road Rehabilitation

A further 1.3 km of Laggan Road has been rehabilitated to provide a wider pavement with improved ride. The works finish at Boongarra Road. A primer seal has been applied with a final seal to be carried out in conjunction with Councils resealing program. Limited heavy patching works and shoulder grading were carried between Boongarra Rd and Laggan Public School in preparation for further rehabilitation works in the current financial year.

Goulburn Road (MR54) Shoulder widening safety improvement works at Third Creek Road

Shoulder widening works were completed on an 800m section of Goulburn Rd north from Third Creek Rd. The shoulders have been sealed and guard rail installed as well as new electronic curve advisory signs and drainage improvements. Further line marking works will be carried out in spring to provide a 1m wide centre separation. These works were carried out by Council for Transport for NSW (formerly RMS) under the Road Safety Improvement program.

Grabine Road Seal Extension

A further 1.3km of pavement improvement and initial seal was provided on Grabine Road at Bigga. These works commence at Reid's Flat Rd and joined up with a previously sealed section of road. Further works will continue in the current financial year to continue to extend the seal.

Flood and Bushfire repair works

Major emergency works were carried out to repair damage caused by the bushfires over Christmas/New Year and the subsequent floods in early February. The damage was primarily centred to the east and south of the shire. The initial works were aimed at getting the roads safe and open again with a full assessment of damage nearing completion. This will then be submitted to Transport for NSW for approval before the works are included into works programs.

Timber Bridge Replacements

Permanent replacement Bridges or Culverts have been constructed to replace timber bridges at:

- Julong Road over the Crookwell River (1st Crossing)
- Reids Flat Road over Coates Creek
- Laggan Road over Kiamma Creek Bridge
- Harley Road over Kiamma Creek
- Peelwood Road over and unnamed creek immediately north of Peelwood Creek
- Wilcox Road over Clifford's Creek
- Jeffries Road over Bridgy Creek
- Arthursleigh Road over Sandy Creek

Bypass side-tracks for heavy vehicles were provided at several Timber Bridges across the shire. The sites include:

- Bigga Road at Kangaroo Creek,
- Peelwood Road at Peelwood Creek,
- Cooksvale Road at Peelwood Creek, Blue Hill Rd at Burra Burra Creek,
- Julong Rd at the Crookwell River at 2 locations,
- Kangaloolah Road at Diamond Creek,
- Woodville Road at the Crookwell River,
- Wilcox Rd at Clifford's Creek

Infrastructure Department**WORKS IN PROGRESS - CONSTRUCTION & MAINTENANCE** cont'd

Service requests for grading maintenance, pothole repairs and drainage maintenance are being received frequently. Due to the large amount of maintenance requests, works are being attended to in a priority order and within budgetary constraints.

Routine Grading Maintenance

Council's maintenance grading program for the upcoming month is as follows. This program is subject to change depending on road conditions and weather.

Works in Progress

1. Woodville Road
2. Lost River Road
3. Shoulder grading on Boobalaga Road
4. Jerrong Road
5. Wombeyan Caves Road
6. Guineacor North Road

Scheduled Works

1. Peelwood Road
2. Fish River Road

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive the report and note the information.

ATTACHMENTS

Nil

13 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

13.1	Review of Disposal of Council Assets Policy	140
13.2	Review of Disposal of Council Real Estate Policy	150

Finance and Administration - 20 August 2020

ITEM 13.1 **Review of Disposal of Council Assets Policy**

FILE REFERENCE **I20/348**

AUTHOR **Director of Finance and Administration**

ISSUE

Review of the Disposal of Council Assets Policy.

RECOMMENDATION That -

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

BACKGROUND

Nil

REPORT

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

POLICY IMPACT

This is a review of an existing Council Policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

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

ATTACHMENTS

1. Download	Disposal of Council Assets Policy - Date Adopted 19 June 2014 - Resolution 172/14 - Review 2017	Attachment
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POLICY:-	
Policy Title:	Disposal of Council Assets Policy
File Reference:	F10/618-07
Date Policy was adopted by Council initially:	24 November 2005
Resolution Number:	331/05
Other Review Dates:	27 September 2007, 24 April 2008, 15 December 2011, 19 June 2014 and 21 September 2017
Resolution Number:	279/07, 123/08, 479/11 and 303/17
Current Policy adopted by Council:	20 August 2020
Resolution Number:	XXX/20
Next Policy Review Date:	2023

PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed:	N/A
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:	Director of Infrastructure
Responsibility for review of Policy:	Director of Finance and Administration

OBJECTIVE

Goods that are no longer required by Council should be disposed of promptly. The disposal must achieve best value for money such that Council obtains the best possible return for the good it sells. In addition to price, the disposal process must include consideration of the Council's social, economic and environmental objectives.

The disposal method chosen must promote fair and effective competition to the greatest possible extent, and disposals must be conducted in an ethical manner. The process of disposal is as important as the outcome as it reflects Council's level of commitment to fairness and equity.

1. APPLICATION

This policy covers the disposal of all Council owned surplus or unserviceable items, except the disposal of real property (i.e. land and buildings).

2. DEFINITIONS

2.1 Asset

An asset is a resource controlled by Council as a result of past events and from which future economic benefits are expected to flow to the Council (e.g. office equipment, furniture and fittings, motor vehicles, plant and other mechanical equipment, art works, etc.).

2.2 Asset Disposal

Asset disposal is the process whereby Council divests itself of any asset in an organised and authorised manner.

2.3 Best Value

Best value is a process whereby Council obtains the best possible return for the goods it sells in financial, social, economic and environmental terms.

3. THE DISPOSAL PROCESS

The typical disposal process is as follows:-

- (a) Decision to dispose;
- (b) Estimate the value;
- (c) Factors to consider in disposal;
- (d) Select appropriate disposal method;
- (e) Obtain approval for disposal;
- (g) Effect disposal; and
- (h) Evaluate disposal process.

4. DECISION TO DISPOSE

Before any assets are disposed of, it is necessary to certify and approve that they are appropriate for disposal. Approval to commence the disposal process must be obtained from the relevant Departmental Director or Manager.

The common criteria for determining that goods may be suitable for disposal include:-

- (a) No longer required;
- (b) Unserviceable or beyond economic repair;
- (c) Technologically obsolete and operationally inefficient;
- (d) Surplus to current or immediately foreseeable needs; and/or
- (e) Part of an asset replacement program.

Once a decision has been made to dispose of an asset, the process is to be managed by Council's **Director of Infrastructure or his delegate**.

5. VALUATION

An accurate valuation of the goods to be disposed of is important in selecting the most appropriate method of disposal. The value of a good is dependent on:-

- (a) The market; and
- (b) The perceived advantages of the good to buyers in the market.

Low sale value goods can be assessed by surveying the market. In the case of any goods that may have a high sale value, a registered valuer must provide an independent assessment and recommend the most appropriate means of disposal.

6. FACTORS FOR CONSIDERATION

Some important considerations to be made at the commencement of the disposal process are:

6.1 Conflict of Interest

- (a) Staff involved in disposal must disclose to the **Assets and Risk Coordinator** actual or perceived conflicts of interest that may arise should they participate in the disposal process;
- (b) The **Assets and Risk Coordinator** must record the disclosure and implement procedures for the management and control of the conflict including the withdrawal of the conflicted officer from the process.

6.2 Other Factors

Apart from monetary value, the following factors should be considered:

- (a) The market available for the goods;
- (b) Time considerations;
- (c) Council resources required to manage the disposal;
- (d) Costs associated with the different disposal methods, such as transport and administration costs;
- (e) The size, portability and number of goods; and
- (f) Benefits of the different disposal methods.

7. DISPOSAL METHODS

The disposal method chosen must be appropriate to the nature, quantity and location of goods, and promote fair and effective competition to the greatest extent possible. Where practical, a competitive disposal method should be selected, particularly for the disposal of high-value goods or large quantities of similar goods. Disposal methods authorised for use by Council are as follows:-

7.1 Public Tender

Tendering for the disposal of goods is to be conducted in accordance with the following principles as follows:-

- (a) Preparation of tender, including a list of the goods for sale, the conditions of the sale, the assessment criteria for evaluating offers, and a closing time and place.
- (b) Public advertisement of the sale in a manner most likely to capture the anticipated market. This may involve advertising locally or nationally and on the internet, in newspapers or trade magazines, etc. Include in the advertisement the conditions of sale and a clause stating that items will be sold, with any faults, at the buyer's risk.
- (c) Provide bidders with sufficient information to formulate a proper bid, including arrangements to inspect the goods if appropriate.
- (d) Ensure that bidders are dealt with equally, and that any changes or clarifications to the disposal arrangements are promptly communicated.
- (e) Close and evaluate tenders with the utmost probity.
- (f) Accept the tender that most closely meets the assessment criteria, provided it is considered reasonable.
- (g) Seek Council's endorsement of the decision.
- (h) Notify the successful tenderer in writing.
- (i) Notify the unsuccessful tenderers in writing, and provide them with the opportunity for a debriefing.

7.2 Public Auction

Public auction maximises the opportunity for public participation in the disposal process and is the appropriate method when:-

- (a) There is public demand for the items;
- (b) Alternative disposal methods are unlikely to realise higher revenue; and
- (c) The costs associated with the auction can be justified in relation to the expected revenue from the sale.

The process for conducting the auction should be:-

- (a) Obtain competitive quotes on a commission basis from potential auctioneers by advertising for expression of interest from auctioneers;
- (b) Select an auctioneer based upon:-
 - (i) The commission rates;
 - (ii) Whether the auctioneer is licensed;
 - (iii) Whether the auctioneer has adequate premises, at a suitable location;
 - (iv) The past performance and/or industry reputation of the auctioneer.
- (c) Prior to the auction ensure that each item or category of items has been valued, and where appropriate ensure that the auctioneer is aware of any reserve prices.

7.3 Expressions of Interest/Quotations

Council may determine to dispose of items by advertising for expressions of interest or quotations where:-

- (a) The items are of low value;
- (b) The costs of disposal are disproportionate to the expected returns; or
- (c) There is very limited interest.

The following process must be followed in the case of a negotiated sale:-

- (a) All stages of the negotiation process must be documented, including all discussions and agreements;
- (b) The **Director of Infrastructure** must certify that the accepted prices are fair and reasonable.

7.4 Trade-in

Trading in surplus goods can be an efficient means of disposal, and a convenient way to upgrade equipment such as motor vehicles. However, trade-in prices do not always provide the best return as the purchase price of an item not on a State Contract may have been inflated to offset the trade-in value offered by the supplier.

Any decision to trade-in surplus goods must be based on a clear analysis of the benefits of the trade-in as opposed to separate sale of the surplus goods.

Council's **Plant Co-ordinator** is responsible for obtaining this information and recommending whether or not to trade-in. This information shall be detailed in Council's Operational Plan, for all fleet vehicles, plant and equipment replacement schedules.

7.5 Sale or Transfer to Other Agencies

There may be occasions when Council may consider selling or transferring surplus goods to another Council or similar organisation, before offering them for sale on the open market. For example, it may decide to give surplus office furniture, fittings and equipment to a Section 355 Committee or a co-operative organisation in which Council is a participant. Authorisation is required from the **Council General Manager** before such a sale or transfer can be undertaken for a good that has a material dollar value.

7.6 Donation to Charities or Community Organisations

Council occasionally receives requests from community, charity or work creation organisations seeking the donation or concessional sales of surplus goods. At times Council may invite such organisations to submit proposals **to the General Manager** for the donation of surplus or obsolete goods.

The following factors must be considered in such cases:-

- (a) The revenue that could otherwise be realised through a sale or auction;
- (b) The costs of donation or disposal compared to the benefits;
- (c) The credibility and reputation of the charity or organisation.

However, the following processes must be followed once the decision is made:-

- (a) The cost of removing the goods should be borne by the recipient;
- (c) A receipt must be obtained from the recipient;
- (d) All records of the process must be retained for audit purposes.

7.7 Writing-off the Value of the Goods (Recycling or Destruction)

The value of an item may be written off and the item recycled or destroyed if it is deemed:-

- (a) To have no value;
- (b) To be unserviceable or beyond economical repair; or
- (c) That the disposal cost is higher than the likely return.

The process of writing-off an asset is as follows:-

- (a) An appropriately qualified person must certify that the item is unserviceable, is beyond economical repair, and has no scrap value;
- (b) The Finance and Administration Department must be informed that the item has been certified as unserviceable and it must be removed from the Asset Register;
- (c) The item must be destroyed or disposed of in appropriate manner, in compliance with any relevant environmental guidelines, and this action

must be certified. The item is not to be retained by any Council employee for personal use.

7.8 Motor Vehicle Auctions

Unless there is a clear benefit to Council by either trading in or selling privately, the preferred method of disposal of Council motor vehicles and plant fleet should be by public auction under Government Contract arrangements (i.e. Pickles Auctions and Graysonline Auctions).

8. EFFECTING THE DISPOSAL

In effecting the disposal, the following procedures will be followed:-

8.1 Obtaining Approval

The decision to dispose of a good must be approved by the appropriately delegated person or persons:-

- (a) Goods Valued at \$40,000 or less – the General Manager has the delegation to approve the disposal of goods valued under \$40,000.
- (b) Goods Valued over \$40,000 – a report must be made to Council for its approval to dispose of goods valued at over \$40,000. This does not apply in the case of goods that are traded-in as this is part of the purchase arrangement and/or outdated and used plant and equipment.

In the cases of transfers to other agencies, sale to Council staff member or donation to community organisations, Council's approval by way of a Council Resolution must also be sought prior to the disposal being completed.

- (c) The above Clauses 8.1 (a) and (b) excludes Council motor vehicle and plant fleet trade-ins that are included in Council's Operational Plan.

8.2 Preparing Goods for Disposal

Staff involved in the disposal must check that goods to be disposed of do not contain material that is not intended for disposal. Examples of material that must be removed before disposal include:-

- (a) Stationary – particularly printed stationery, which could be misused;
- (b) Software – unauthorised transfer could breach license agreements;
- (c) Classified information contained on electronic media; i.e. CD, DVD, USB, file servers, laptops, PC computers, iPads, Notepads, smart phones, mobile telephone devices, and portable hard drives;
- (d) Records, files, papers or whiteboards containing information which, if disclosed, could breach privacy legislation, and/or cause embarrassment or potential problems for Council;
- (e) Environmentally sensitive or hazardous stores; and
- (f) Council logos etc, from clothing and equipment.

8.3 Informing Interested Parties

Once an asset has been disposed of, it is the responsibility of the **Director of Infrastructure or his delegate** to inform Council's Manager of Finance and Administration of the disposal so that the Council assets register and insurance policies are updated.

8.4 Buyers Risk

Irrespective of the disposal method applied, all prospective buyers must be advised in writing that items are disposed of, with any faults, at the buyer's risk. Buyers are to rely on their own inquiries regarding the condition and workability of the items.

9. EVALUATION

Each disposal action must be reviewed to see if it has achieved its desired outcome. In particular, the **Director of Infrastructure** should determine whether the disposals have:-

- (a) Achieved value for money;
- (b) Been carried out in a fair and effective manner; and
- (c) Whether the estimations of the value of the goods and the cost of administering the disposal were accurate.

10. NON-COMPLIANCE WITH THIS POLICY

Failure to comply with the terms of this policy may lead to disciplinary procedures being implemented against the responsible staff member. Any instances of corrupt conduct can lead to dismissal and/or criminal prosecution.

RELEVANT LEGISLATION AND COUNCIL POLICIES

The following legislation and Council policies relevant to the operation of this policy:-

- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- Independent Commission against Corruption Act 1988 and ICAC Guidelines;
- NSW Ombudsman Act 1974;
- Government Information (Public Access) Act 2009 (GIPA);
- A New Tax System (Goods and Services Tax) Act 1999;
- Anti Discrimination Act 1977;
- Privacy and Personal Information Protection Act 1998;
- Environmental Planning and Assessment Act 1979;
- Work Health and Safety Act 2011;
- State Records Act 1998;
- Trade Practices Act 1974;

- Crimes Act 1900;
- Tendering Guidelines for NSW Local Government;
- Council's Code of Conduct;
- Council's Code of Business Practice;
- Disposal of Council Real Estate Policy;
- Designated Person Disclosing Interest Returns Policy;
- Complaints Management Policy;
- Grievance Policy;
- Disciplinary Policy;
- GIPA Policy;
- Fraud and Corruption Prevention Policy;
- Purchasing – Acquisition of Goods and Services Policy;
- Delegations of Authority Policy; and
- Bribes, Gifts and Benefits Policy.

12. VARIATION

That Council reserves the right to vary the terms and conditions of this policy to ensure it meets the requirements of the relevant legislation.

Finance and Administration - 20 August 2020

ITEM 13.2 **Review of Disposal of Council Real Estate Policy**

FILE REFERENCE **I20/349**

AUTHOR **Director of Finance and Administration**

ISSUE

Review of the Disposal of Council Real Estate Policy.

RECOMMENDATION That -

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

BACKGROUND

Nil

REPORT

This report details a review of the Disposal of Council Real Estate Policy. The Policy is attached with amendments highlighted in yellow for Council's consideration.

POLICY IMPACT

This is a review of an existing Council Policy.

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

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

ATTACHMENTS

1. Download	Disposal of Council Real Estate Policy - Date Adopted 19 June 2014 - Resolution 171/14 - Review 2017	Attachment
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POLICY:-	
Policy Title:	Disposal of Council Real Estate Policy
File Reference:	F10/618-04
Date Policy was adopted by Council initially:	13 July 2006
Resolution Number:	181/06
Other Review Dates:	15 December 2011, 19 June 2014 and 21 September 2017
Resolution Number:	477/11, 171/14 and 304/17
Current Policy adopted by Council:	20 August 2020
Resolution Number:	XXX/20
Next Policy Review Date:	2023

PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed:	N/A
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

OBJECTIVE

Council has a number of properties that on occasions it may seek to dispose of by way of sale or by way of agreement with the tenant or a community organisation. This policy aims to provide a coherent, transparent and ethical method of disposing of Council properties.

1. POLICY STATEMENT

Land, buildings and real estate that is no longer needed by Council and for which Council has no long term plans of utilisation, may be disposed of. Disposal of such property provides one or more of the following benefits to Council:-

- (a) It earns immediate income for use in maintaining other assets;
- (b) It reduces operating costs, such as building or property maintenance, insurance, rates and depreciation expenses;
- (c) It prevents costs associated with the deterioration in the condition of an asset and remediation works;
- (d) It may increase the number of rateable properties in the Shire; and
- (e) It may provide land for economic development.

The disposal method chosen must promote fair and effective competition to the greatest possible extent, and disposals must be conducted in an ethical manner. The process of disposal is as important as the outcome as it reflects Council's level of commitment to fairness and equity.

2. APPLICATION

This policy applies to the disposal of all Council owned real estate. It does not cover the sale of land for recovery of unpaid rates as this is not Council owned land.

3. DEFINITIONS

3.1 Council Real Estate

Real estate means any freehold or leasehold property owned by Council, whether or not it is vacant land, business premises or residential property that is classified as "Operational Land".

3.2 Community Land

Community Land means land that is classified as "Community Land" under Chapter 6, Division 1 and 2, of Part 2, of the Local Government Act 1993.

Community Land classification reflects the importance of the land to the community because of its use or special features; i.e. includes crown land which Council is appointed as the Trustee, public parks and reserves are also examples of Community land. Community land is intended for public access and use, or where other restrictions applying to the land create an obligation to maintain public access (such as a trust deed or land dedication).

Community land dealings:-

- Council has no power to sell, exchange or otherwise dispose of community land;
- Council may grant a lease, or licence, or any other estate over the community land under certain provisions; and
- Council must have a Plan of Management for community land.

3.3 Operational Land

Operational Land means land that is classified as “Operational Land” under Chapter 6, Division 1, of Part 2, of the Local Government Act 1993.

Operational Land would ordinarily comprise land held as a temporary asset or as an investment, or land which facilitates the carrying out by Council of its functions, or land which may not be open to the general public. Operational Land has no special restrictions other than those that may apply to any piece of land and may be sold without the restrictions applied to Community Land.

4. THE DISPOSAL PROCESS

The typical disposal process is as follows:-

- (a) Council decision to dispose and inclusion in Council’s Operational Plan.
- (b) Estimate the value.
- (c) Factors to consider in disposal.
- (d) Select appropriate disposal method.
- (e) Effect disposal process.
- (f) Evaluate disposal process.

4 (a) DECISION TO DISPOSE

Before any real estate is disposed of, it is necessary to obtain Council approval to proceed with the disposal. The proposed disposal must be included in Council’s strategic planning documents or a special report that covers the reasons for recommending disposal will be presented recommending a Council Resolution to dispose of real estate.

4 (b) VALUATION

All Council real estate offered for disposal, by whichever method, shall first be assessed by a Registered Real Estate Valuer and the assessment will determine the value of the asset. The valuation provided shall become the reserve price for the land, property or building asset.

The only exception to this requirement is situations where the price for lots has been fixed based on development costs and profit margins.

4 (c) FACTORS FOR CONSIDERATION

Considerations to be made at the commencement of the disposal process include:-

4.1.1 Conflict of Interest

- (a) Staff involved in the disposal must disclose to their Director and/or Manager the actual or perceived conflicts of interest that may arise should they participate in the disposal process;
- (b) The Director and/or Manager must record the disclosure and implement procedures for the management and control of the conflict. This is of prime importance where an alternate staff member is not available to perform the disposal activity.

4.1.2 Other Factors

Apart from monetary value, the following factors must be considered:-

- (a) The current conditions in the property market;
- (b) Time considerations;
- (c) Council resources required to manage the disposal;
- (d) Costs associated with the different disposal methods, such as auctioneer's costs, administration costs etc;
- (e) Benefits of the different disposal methods;
- (f) Whether Council has an existing tenant occupying the property; and
- (g) Any encumbrance or caveat on the land.

4 (d) DISPOSAL METHODS

The disposal method chosen must be appropriate to the situation, and promote fair and effective competition to the greatest extent possible. Where practical, a competitive disposal method should be selected.

Disposal methods authorised by Council are:-

4.2.1 Public Tender

Tendering for the disposal of real estate is to be conducted as follows:-

- (a) Preparation of tender, including a list of the properties for sale, the conditions of the sale, the assessment criteria for evaluation of offers, and a closing time and place.
- (b) Public advertisement of the sale in a manner most likely to capture the anticipated market. This may involve advertising locally or nationally and on the internet, in newspapers or trade magazines, etc.
- (c) Provide bidders with sufficient information to formulate a proper bid, including arrangements to inspect the property.

- (d) Ensure that bidders are dealt with equally, and that any changes or clarifications to the disposal arrangements are promptly communicated.
- (e) Close and evaluate tenders with the utmost probity in accordance with Tendering Guidelines and Regulations, the Local Government Act 1993 and Council related policies.
- (f) Accept the highest tender, wherever possible, provided that it meets or exceeds the reserve price.
- (g) Should the reserve price not be attained by tendering, a sale can be effected by either:-
 - (i) Revising the reserve price, or
 - (ii) Negotiating with the highest tenderer.
- (h) Seek Council endorsement of the decision.
- (i) Notify the successful tenderer in writing.
- (j) Notify the unsuccessful tenderers in writing.
- (k) Notify any existing tenants, if applicable.

4.2.2 Public Auction

Public auction maximises the opportunity for public participation in the disposal process and is the appropriate method when:-

- (a) There is a high level of public interest in the properties being offered;
- (b) Alternative disposal methods are unlikely to realise higher revenue; and
- (c) The costs associated with the auction can be justified in relation to the expected revenue from the sale.

The process for conducting the auction should normally be:-

- (a) Obtain competitive quotes on a commission basis from potential real estate agents and auctioneers; or
- (b) Advertise for expressions of interest from registered real estate agents and auctioneers;
- (c) Select a real estate agent or auctioneer based upon:-
 - (i) The commission rates;
 - (ii) Whether the auctioneer and agent is licensed;
 - (iii) The past performance and/or industry reputation;
 - (iv) The relevant experience (i.e. years, sales) meets the selection criteria.
- (d) Prior to the auction ensure that the auctioneer is aware of the reserve price.

4.2.3 Sale at a pre-determined or negotiated price

This covers situations where Council is selling land that has been developed for the purpose of resale, such as land subdivisions:-

- (a) The land and prices will be publicly advertised;
- (b) Offers to purchase will be received at any time in writing and must be accompanied by a non-refundable deposit;
- (c) Offers lower than the advertised price will be considered by Council; in accordance with Council's Schedule of Fees and Charges current at the time of the sale;
- (d) Any decision to sell must be approved by Resolution of Council.

4.2.4 Sale or Transfer to Other Agencies

There may be occasions when Council may consider selling or transferring real estate to a community or charity organisation that is currently the tenant of that property.

The following factors must be considered in such cases:-

- (a) The revenue that could otherwise be realised through a sale or auction;
- (b) Savings in maintenance, insurances, rates, etc. that may be made;
- (c) The costs of donation or disposal compared to the benefits;
- (d) The credibility and reputation of the charity or organisation.

The following processes must be followed:-

- (a) The cost of the property transfer must be borne by the recipient;
- (b) All records of the process must be retained for audit purposes;
- (c) Council's contribution must be acknowledged by the recipient.

4.2.5 Sale or Transfer by Private Treaty

There may be occasions when Council may consider selling or transferring land by means of a private treaty.

The following processes must be followed:-

- (a) The cost of the land transfer must be borne by the recipient;
- (b) All records of the process must be retained for audit purposes.

4 (e) EFFECTING THE DISPOSAL

In effecting the disposal of Council real estate, the following procedure will be followed:-

4.3.1 Obtaining Approval

The decision to accept an offer to purchase a Council property must be approved by the General Manager and a Resolution made at Council Meeting.

4.3.2 Property Transfer Costs

In general, property transfer and legal costs will be borne by the purchaser unless otherwise specified. On occasions the costs may be shared if the value of the property being transferred is high.

4.3.3 Informing Interested Parties

It is the responsibility of the relevant Departmental Director to inform the Director of Finance and Administration that a property has been disposed of, so that Council's insurers can be advised, and Council's Asset Register and Land Registers are updated.

4 (f) EVALUATION

Each disposal of real estate must be reviewed to see if it has achieved its desired outcome. In particular it should determine whether the disposals have:-

- (a) Achieved value for money;
- (b) Been carried out in a fair and effective manner;
- (c) Achieved a profit margin for each disposal;
- (d) Whether the valuation/s and the cost of administering the disposal were accurate; and
- (e) Adhered to tendering guidelines and Council policies.

5. NON-COMPLIANCE WITH THIS POLICY

Failure to comply with the terms of this policy may lead to disciplinary procedures being implemented against the responsible staff member. Any instances of corrupt conduct can lead to dismissal and/or criminal prosecution.

6. RELEVANT LEGISLATION AND COUNCIL POLICIES

- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- State Records Act 1998;
- Privacy and Personal Information Protection Act 1998;
- Government Information (Public Access) Act 2009;
- Environmental Planning and Assessment Act 1979;
- Independent Commission against Corruption Act 1988;
- Ombudsman Act 1974;
- Trade Practices Act 1974;
- A New Tax System (Goods and Services Tax) Act 1999;
- Roads Act 1993;
- Work Health and Safety Act 2011;
- Anti Discrimination Act 1977;
- Crimes Act 1900;
- Tendering Guidelines for NSW Local Government;
- Designated Person Disclosing Interests Returns Policy;
- Council's Code of Conduct;
- Council's Code of Business Practice;
- Council's Integrated Plans; including Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan;
- Fraud and Corruption Prevention Policy;
- Purchasing - Acquisition of Goods and Services Policy;
- Bribes, Gifts and Benefits Policy;
- Disciplinary Policy;
- Complaints Management Policy; and
- Disposal of Council Assets Policy.

7. VARIATION

That Council reserves the right to vary the terms and conditions of this policy to ensure it meets the requirements of the relevant legislation.

14 GENERAL MANAGER

The following items are submitted for consideration -

14.1	WHS Policy Review - 2020	160
14.2	Wyangala Dam Wall Raising Project Update	165
14.3	Crookwell District Hospital - Upgrade Update	167
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General Manager - 20 August 2020

ITEM 14.1 **WHS Policy Review - 2020**

FILE REFERENCE **I20/298**

AUTHOR **WH&SE Coordinator**

ISSUE

The WHS Committee review Council's WHS Policy.

RECOMMENDATION That –

1. The WHS Committee endorse the updated WHS Policy;
2. The General Manager and WHS Committee Chairperson endorse and authorise the updated WHS Policy;
3. Council adopt the reviewed WHS Policy and
4. The updated WHS Policy be placed in prominent areas throughout Council.

BACKGROUND

The starting point of any WHS Management System (WHSMS) is for Council's Management, in consultation with workers, to develop and issue a WHS policy statement.

A WHS policy is usually a one page document, committing the organisation to certain goals and principles and signed off by the head of the organisation.

WHS Policy shall:

- a) Be appropriate to the nature and scale of the organisation risks;
- b) Include commitment to establish measurable objectives and targets to ensure continued improvement;
- c) Include a commitment to comply with relevant legislation;
- d) Be documented, implemented, maintained and communicated to all workers;
- e) Be available to interested parties; and
- f) Be reviewed periodically to ensure it remains relevant and appropriate.

REPORT

The updated WHS policy has been developed in accordance with AS/NZS Occupational Health and Safety Management Systems.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. The WHS Committee endorse the updated WHS Policy;
2. The General Manager and WHS Committee Chairperson endorse and authorise the updated WHS Policy;
3. Council adopt the reviewed WHS Policy and
4. The updated WHS Policy be placed in prominent areas throughout Council.

ATTACHMENTS

1. ↓	Workplace Health & Safety (WHS) Policy - 2020	Attachment
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ULSC Work Health and Safety Policy
Adopted: 20 August 2020

POLICY:-	
Policy Title:	Work Health and Safety Policy
File reference:	F13/77-10
Date Policy was adopted by Council initially:	22 September 2015
Resolution Number:	30/05
Other Review Dates:	22 September 2005, 24 August 2006, 28 June 2007, 28 August 2008, 21 November 2019
Resolution Number:	342/19
Current Policy adopted by Council:	20 August 2020
Resolution Number:	XXX/20
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:	WHS Coordinator
Committee/s (if any) consulted in the development of this policy::	WHS Committee
Responsibility for implementation:	General Manager
Responsibility for review of Policy:	General Manager

ULSC Work Health and Safety Policy
Adopted: 20 August 2020

The General Manager of Upper Lachlan Shire Council (Council) is committed to a strong Workplace Health and Safety Program (the program) that protects its staff, contractors, property and the public.

An injury and accident-free workplace is our goal and our policy, procedures and culture are reflective of this goal.

Senior Management are committed to the program, policy and practices forming an integral part of Council from the General Manager through to all Workers. Management will support and encourage everyone's participation in the workplace health and safety program and will provide proper equipment, training and procedures.

Supervisors are responsible for monitoring the health and safety environment of the workers under their supervision and they must ensure that machinery and equipment is safe to use and that workers comply with safe work practices and procedures. Supervisors facilitate adequate training for workers to protect their health and safety

Every worker must protect his or her own health and safety by working in compliance with the law using the safe work practices and procedures established by the Council. Employees are responsible for following all procedures, working safely, and, wherever possible, improving safety measures.

As a Council we are committed to:

- the provision and maintenance of safe systems of work, and effective hazard identification and risk management processes, consistent with our activities and the scale of our health and safety risks
- consultation with workers and their representatives to involve them in decision making where there is an impact on their health and safety
- the establishment, monitoring and review of health and safety objectives and targets to ensure continuous improvement aimed at the elimination of work related illness and injury
- the compliance with all health and safety legislation, codes, and standards
- identifying and communicating health and safety responsibilities for workers and others are identified,
- Assigning adequate authority to allow fulfilment of responsibilities
- Following safe work practices through health and safety training and instruction to workers

ULSC Work Health and Safety Policy
Adopted: 20 August 2020

Workers are our most important asset, complete and active participation by everyone, every day, in every job is necessary to achieve a safe and healthy work environment.

This policy shall be displayed in the workplace and made available to other interested parties including regulators, visitors and contractors.

All staff at all levels should be familiar with the Workplace health Safety Policy



Colleen Worthy
General Manager

General Manager - 20 August 2020

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

FILE REFERENCE **I20/300**

AUTHOR **General Manager**

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

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

REPORT

Council has requested that WaterNSW provide Council with regular updates on the status of the project. Last official update was 23 July 2020.

Water NSW advised:

- Meetings will be held with Council and will occur regularly to discuss progress, last contact date to arrange these was 8 July 2020, which was cancelled.
- WaterNSW has engaged Elton Consulting and their research partner Jetty Research to undertake community research and stakeholder feedback to help understand the issues that will matter most to the local communities in the development and construction of the (raised Wyangala dam wall / new dam at Dungowan.)

This research will be used to assist WaterNSW in making sure they are providing the information that is important to local communities and also allow them over time to improve communications by being able to respond to emerging issues and get feedback about their performance in keeping the community up to date on these important projects.

WaterNSW is committed to working closely with the local community in the delivery of these projects and this research will help in making sure they do that in the most effective way.

WaterNSW have encouraged Council to participate in either a focus group or stakeholder interview if contacted by Elton Consulting or Jetty Research.

General Manager

WYANGALA DAM WALL RAISING PROJECT UPDATE cont'd

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

General Manager - 20 August 2020

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

FILE REFERENCE **I20/301**

AUTHOR **General Manager**

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

The Hon. Brad Hazzard MP – Minister for Health and Medical research wrote to Mayor Clr Stafford regarding the NSW Governments \$2.5 million upgrade plan for Crookwell District Hospital.

REPORT

Since the letter dated 29 June 2020 no further updates or correspondence have been received.

Council's last correspondence in June provided the below:

- Additional architect design work was undertaken and included in the request for quotation (RFQ) to guide respondents.
- The RFQ was released in March 2020
- A tender evaluation committee has identified a successful tenderer.
- The award of the tender is being finalised.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

General Manager - 20 August 2020

ITEM 14.4 **COVID-19 Report**

FILE REFERENCE **I20/302**

AUTHOR **General Manager**

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

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

Public health authorities both internationally and in Australia have been monitoring international outbreaks of COVID-19, also known as Novel Coronavirus 2019, there have been no new cases in Upper Lachlan Shire over this period.

REPORT

An update to the Public Health Order was issued July 23 2020

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

Camping Grounds/Caravan Park

As of June 19 2020 camping grounds / caravan parks in ULSC continue to operate with COVID-19 Safety plans in place for each site including Barbour Park, Bigga, Gunning Showground, Tuena and Crookwell.

Museum & Galleries (indoor)

As of 1 June 2020 the NSW Government stated that museums & galleries may open with COVID-19 Safety plans in place. Council continue to provide support for these museums and galleries to implement COVID-19 safety plan which can be found on Council website.

Food Markets

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

Action from Council

A license/permit would have to be applied for if using public space and a COVID-19 safety plan is required to ensure that social distancing continues. The NSW food authority states businesses that sell food at temporary events such as fairs, festival, markets and shows are considered retail food businesses as they sell food to the public, and need to meet a range of requirements.

It would be fair to say our Shire who conduct any type of Market / Street stall involving food services would need to comply with the "Mobile food vendor" considerations.

Mobile food vendors are considered retail food businesses as they sell food to the public and need to comply with a range of requirements.

Mobile food vendors are those vehicles used for:

- on-site food preparation e.g. hamburgers, hot dogs and kebabs
- one-step food preparation e.g. popcorn, fairy floss, coffee and squeezing juices
- any type of food including pre-packaged food.

There are minimal requirements for mobile food vending vehicles selling only pre-packaged, low-risk food.

Mobile food vendors and similar retail food outlets need to notify the Council of their business and food activity details.

For more insights Council suggest food stallholders head to <https://www.foodauthority.nsw.gov.au/retail/markets-and-temporary-events> for updates

Fundraising Stalls/Markets

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

On July 1 NSW Government allowed for market stalls including fundraising stalls to resume. The update from the Public Health Order and NSW Government is that a COVID-19 safety plan must be adopted. The strictest point being that the plan must have calculated the floor area of the market space to determine the maximum number of people who can safely occupy the space, i.e. 4 square metres per person with 1.5m social distancing.

General Manager
COVID-19 REPORT cont'd

Action from Council

Council staff have worked with local groups and from July 30 2020 issued COVID-19 safety and booking procedures for Stall holders, markets and fundraising to implement across the local shire. The forms are also available on Council website and from the Council's front counters in both Crookwell and Gunning.

Recreation facilities (outdoor)

No further changes since July 2020 Council update.

Recreation facilities (indoor)

No further changes since July 2020 Council update.

Gyms

From 1 August 2020 to reduce the risk of COVID transmission gyms were required to have a COVID-19 Safe Marshal on duty at all times.

Gyms must assign one staff member as a COVID-19 Safe Hygiene Marshal who will be in distinctive clothing (such as a shirt or badge).

The marshal is responsible for ensuring all aspects of the COVID-19 Safety Plan are being maintained, including:

- Social distancing
- Cleaning
- Ensuring the accuracy of record keeping.

Council Meetings and Public Forums

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

Action from Council

Meetings will continue with zoom available to our directors or councillors to join in for Council meetings, especially where the maximum 12 participants are in the room. Council meetings will continue to be live streamed for the public and no presentations, except by zoom, are able to occur due to the limited number of attendees allowed under COVID rules.

COVID-19 Testing / Pop up clinics

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

Council Operations

- All staff are practicing safe social distancing
- Service counters have safety shields installed
- Minimal 1-1 meetings with outsiders of Council taking place
- Council Chambers still only allowing maximum 12 persons in room
- Implementation of zoom/phone meetings wherever possible
- Segregation of departments still in action (three groups)
- Hand sanitizer, wipes and cleaning protocol in place
- Signage / restrictions across Council
- Masks are available for customer service team, staff and visitors
- A COVID-19 recovery plan has been adopted for all staff
- Customer service team are being heavily vigilant on visitors from outside of NSW and ensuring records kept to assist authorities if asked upon.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

General Manager - 20 August 2020

ITEM 14.5 **Director of Infrastructure - Appointment**

FILE REFERENCE **I20/331**

AUTHOR **General Manager**

ISSUE

To provide a report with respect to the appointment of the Director of Infrastructure.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Providing information to Councillors in relation to the appointment of Council's new Director of Infrastructure.

REPORT

The vacant position of Director of Infrastructure was advertised externally with all applications assessed based on a set of essential and desirable criterion and the selection process using a merit based system. Interviews were undertaken on Wednesday, 8 July 2020.

I am very pleased to announce Glenn Lacey after his interview and suitable reference checks was offered the role. Glenn has accepted the position as Director of Infrastructure with Council and he officially commenced in the role on Thursday 30 July 2020. Glenn has accepted the contract position of Director of Infrastructure for the next 5 years.

Glenn comes to us with nearly 40 years engineering experience and he has a depth and breadth of experience which is exceptional for this role.

This position required a degree in civil engineering and a significant depth and breadth of experience in roads and bridges. While acting in this position since May 2020 Glenn has already demonstrated these attributes and his 'hands on' attitude to mentor, lead and grow our staff to form a valuable strong infrastructure team is evident.

We are fortunate to appoint Glenn as our Director of Infrastructure and I know you will wish him well for his future role with us.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

General Manager - 20 August 2020

ITEM 14.6 **Crookwell Pool - Update**

FILE REFERENCE **I20/338**

AUTHOR **General Manager**

ISSUE

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

RECOMMENDATION That Council -

1. Council receives and notes this report as information

BACKGROUND

At the July 2020 Ordinary Council meeting Council resolved to build a new pool complex at Crookwell. Council also allocated the federal Government's funding of \$1,203,048 (Local Roads and Community Infrastructure Program) towards this project, reallocated \$40,000 towards this project and resolved to seek funding from the State and Federal Government's to realise this project.

REPORT

Progress to date is as follows:

The Community response to the decision has been overwhelmingly positive and this is reflective of their positive attitude and sentiment towards this important piece of community infrastructure. A community pool has positive social and physical wellbeing effects on our community, who have responded in a very positive manner to council's decision to build a new pool complex. The project has been temporarily called the Multipurpose Aquatic and Activity Centre (MAAC) to clearly define the elements of the project for tenderers and those who will undertake construction.

On Thursday 30 July 2020, Colleen Worthy (General Manager), Glenn Lacey (Director of Infrastructure) and Linus Nesbitt-Hawes (Grants/Projects Officer) met with Ashok Verma who will act as Principal Senior Executive on this project in the current pool grounds and Coleman Park at Crookwell.

A project brief has been supplied to Mr Verma who will provide a project timeline with the staged scope being to provide the three pools by November 2021.

General Manager

CROOKWELL POOL - UPDATE cont'd

This project brief will be used to go out the week of 10 August 2020 to seek a concept design for the MAAC. The project design can then be used for unsolicited bid for funding, community consultation, formal funding and as a document for tendering the final design and construction tender.

Meetings are being held with a number of stakeholders with the General Manager to discuss funding possibilities and targeted fund raising for the project.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That Council –

1. Council receives and notes this report as information

ATTACHMENTS

Nil

NIL

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

The following item is submitted for consideration -

16.1	Reports from Committees for the month of August	178
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Reports from Other Committees, Section 355 Committees and Delegates - 20 August 2020

ITEM 16.1

Reports from Committees for the month of August

RECOMMENDATION:

That Item 16.1 - [Minutes of Committee/Information] listed below be received:

1. Gunning Arts Festival – Various lots of Minutes from December 2019 to May 2020.
2. Gunning Arts Festival – Report for ULSC on Festival 14 June 2020.
3. Audit, Risk and Improvement Committee – Minutes from Meeting held – 29 July 2020.
4. Crookwell Potato Festival – Minutes from meeting held 19 March 2020.
5. Upper Lachlan Tourist Association – Minutes from meeting held 4 August 2020.

ATTACHMENTS

1. ↓	Gunning Arts Festival - Various Minutes from December 2019 to May 2020	Attachment
2. ↓	Gunning Arts Festival - Report for ULSC on Festival 14 June 2020	Attachment
3. ↓	Audit, Risk and Improvement Committee - Minutes from meeting held - 29 July 2020	Attachment
4. ↓	Crookwell Potato Festival - Minutes from meeting held 19 March 2020	Attachment
5. ↓	Upper Lachlan Tourist Association - Minutes from meeting held 4 August 2020	Attachment

Gunning Arts Festival

Gunning Arts Festival Section 355 Meeting no. 12 with Event Organisers. Notes.

4.00 pm - 5.15pm, Sunday 7th December 2019

Attendees: Margarita Georgiadis, Margaret Hindley (Minutes), Michelle Storey, Dianne Nixon, Nerida Hart, Ros McLoughlin, Margaret Jenkinson, Michael Coley
Apologies: Pam Kensit, Darryl Tonks, John Searl, Helen Vooren, Celia Barlow, Greg Baines

Sponsorship matters.

MS reported on progress with sponsorship. She has produced a spreadsheet to track sponsorship requests and promises. There has been some positive responses and one backtrack owing to adverse events affecting their business. Thank you to sponsors to be organized for next Gunning Noticeboard.

Grant requests

Still waiting for news. MS will seek updates from the granting bodies. It was suggested out of session funding requests could be made to the Upper Lachlan Foundation and the wind-farms as the formal grant request deadlines were too late. R.McL will contact Charlie Prell for the Upper Lachlan Foundation.

Regional Institute Australia Liveable Towns Forum organisers would like our statistics post festival and may help with survey design and analysis.

Funding Constraints

There is a need to identify what can be cut if funding is short.
 Eg, sandwich boards/corflute boards and posters may be more useful than banners.

Gala Opening

Welcome to Country: Celia Barlow still working to make contact with Joel Bulger.
 Invitations: Reply from Wendy Tuckerman's office. Wendy would be happy to attend Opening Ceremony. we have arranged to make contact in February regarding any formal role in proceedings. Also referred us to her grants manager. An internet investigation has indicated that a Mayor has precedence over MP's for local events. MS to follow up.
 George Washingmachine entertainment could be cut, saving \$1200.

Event organisers updates:

Gunning District Historical Society (Michael Coley) will have a display of an historical nature at Pye Cottage, most likely to do with garments. Entry may be by gold coin donation.

Creative Gunning Fibre Fest (Nerida Hart) has organized flyers for the wearable art display and parade.

Upcycled shopping bags are being prepared in conjunction with Gunning District Landcare. Art installation leaf templates are being prepared.

GAF will do a media release with CG for local newspapers mid December. **MS** to contact Helen Vooren about a draft.

Picture House Gallery Art Exhibition (Margarita Georgiadis) will send out information late January and specifically invite about 6 local artists to participate, as well as asking for other local entries. Will be curated. A media release in January on the art exhibition is proposed.

Gunning Patchwork Weekend (Margaret Jenkinson) may organize a hanging of quilts where space/verandahs are available and produce small pennants in the form of letters to make words, eg "Gunning Arts Festival" for shop windows, using foundation piecing. a media release on this in February is proposed.

Gunning Hookers (Nerida Hart) reported to be working on the yarn bombing.

Focus Group (Michael Coley) Mad Kelpie Play Date group are booked. Could be asked to perform at the Gala Opening if we cannot afford George Washingmachine? Need publicity from them.

Wild Voices Music Theatre. (Dianna Nixon) Dianna is still awaiting the outcome of funding applications. If successful this would also present a good media release Opportunity.

Social media publicity

MG is working on the website and facebook presence and is calling for information and images for the individual events. Booking and ticketing details are needed. The information can include links to other sites, eg to an event organiser's own webpage.

Meeting closed 5.15 pm

Gunning Arts Festival

Gunning Arts Festival Section 355 Committee Meeting no 13 Minutes

3.00pm, Tuesday 14th January 2020

Attendees: Margarita Georgiadis, Margaret Hindley (Minutes), Michelle Storey, John Searl, Pam Kensit, Margaret Jenkinson, Michael Coley

Apologies: Darryl Tonks

Minutes of Meeting no. 12, 7th December. Acceptance moved Margaret Hindley, 2nd Michelle Storey

Business arising from the Minutes will be covered in other items in the meeting agenda

Correspondence in and out:

1. Generic feedback from Create NSW – Our application was not successful.
2. email from Andrew Croke approving media release
3. Confirmation of sponsorship from Biala Wind Farm – Silver sponsor \$550
4. Confirmation of sponsorship from Gunning Ag and Water Solutions – Bronze sponsor \$100
5. Feedback from Dianna Nixon on Festivals Australia grant outcome – not successful in seeking funding for Millicent Armstrong play readings.
6. email from Dianna Nixon about STA Board meeting in Gunning in February (about the 18th) - A GAF representative should attend an open session available after the Board meeting. MS to liaise with Dianna. Suggestion made that we give a presentation on the GAF. It was suggested we could use the website on a screen to work through the GAF format and events.
7. email from Upper Lachlan Foundation that they would not consider a sponsorship request outside their grant program
8. Email on sponsorship from Gunning Patchwork Weekend – Gold Sponsors \$1000. A thank you certificate will be sent.

Status of Budget:

Budget now contains:

- Welcome to Country
- No banners but using corflutes instead for which MS has frames for sandwich boards.
- No flyers, but posters instead with varying sizes. A4 list of events on the back of posters
- Can pay for George Washingmachine
- Some contingency money spare.

Bank Balance as at 14/1/2020 \$4074.02. We have paid Jimdo GmbH \$275.98 for a domain and web-page hosting to 11/1/2022.

Tasks ahead:

Media releases and Lions noticeboard fortnightly. Next one to feature Art Exhibition and Website.

Printing **corflutes**. Peter Try from Try Signs to be asked for a quote. Margarita to do design. No specific dates to be on these but space for them to be put there for each festival.

Website design and content. MG has set up the webpage (www.gunningartsfestival.com), added content and it is ready to be published. The committee were able to view it. It was decided the contact be the email address, news page to list media releases, activities page will be where people can enter competitions or find out how to, need to add information about where people can stay. Web content will be in the Tourism data warehouse. Mg to make the website available to event organisers to check their content. Use of the ULSC logo needs to be approved by Council if it is included. Facebook pages will follow now the main design has been made. A media release will announce publication. The Committee thanked MG for the website work.

MS to ring Andrew Croke to ask if **ULSC** will provide some funds for GAF.

Gunning District Association to be asked if they will fund the corflutes as they were previously funding banners.

MG to design some **basic flyers** to be handed out at the Focus Group concert on Saturday 18th. MH to print them.

Gala Dinner:

- Time: 6.00 - 9.00 pm. Friday 17th April, Shire Hall. Entry ticket, Cost \$40-45 per head depending on liquor situation.
- Catering by Melinda Medway. Grazing table. Melinda to be asked about crockery, cutlery as hall kitchen and facilities can be used. Terry Nash will set up felting workshops the following morning, so will not need kitchen Friday night. Liquor may be BYO but preferably provided by a local winery or two. Maybe sponsorships or tastings. Council will be asked if they will approve liquor.
- Welcome to Country
- George Washingmachine . Can use stage.
- Wendy Tuckerman, (Contact in February), ULSC mayor
- Wearable art preview will be set up.
- It has been suggested Joshua Southwell (sic.) aged 10 may repeat a talk he gave about the value of the arts, 5-10 mins. MS to explore further. Contact is Craig Southwell.

Living Arts Canberra may provide publicity at no cost to us. Podcasts, and Canberra Times. Will need to send them media releases.

Next meeting 21st January.

Meeting closed 4.15 pm.

Gunning Arts Festival

Gunning Arts Festival Section 355 Committee Meeting no 14 Minutes

3.30 pm, Tuesday 21st January 2020

Attendees: Margarita Georgiadis, Margaret Hindley (Minutes), Michelle Storey, John Searl, Celia Barlow

Apologies: Darryl Tonks, Michael Coley, Pam Kensit

Minutes of meeting no. 13, accepted John Searl, 2nd Michelle Storey

Business arising from the minutes:

Website and facebook sites are now live. John Searl passed on a message of congratulations from Pam Kensit on the quality of the pages. Margarita Georgiadis was thanked for her work. She is now working on an instagram account.

Correspondence:

1. Email from Gunning District Historical Society on Heritage Festival. GAF will not be taking part in the Canberra and Region Heritage Festival which runs from 14th April to 3rd May 2020. It was felt the requirements for participation were too restrictive.
2. Information from Andrew Warren on liquor licensing. Discussed below.
3. Email from Isabel Nelson from Biala Wind Farm approving their reference in the website.

Status of budget:

A possible scaled down budget was presented and discussed. Sponsorship request negative responses may be affected by bushfires and continuing drought. It was resolved that GAF will seek some extra funds from ULSC in order that we can still deliver our full plan of activities. A letter will be sent to Council in time for their next meeting.

Gala Dinner:

Andrew Warren responded to a request for information about liquor licensing arrangements with the following helpful information:

Based on the type of event you are running I would suggest that the link below takes you to the appropriate licence.

If it was just wine tastings then the wineries could do that under their own producer/wholesaler licences. To supply alcohol for consumption on the night however (other than just tastings) you need a licence.

<https://www.liquorandgaming.nsw.gov.au/operating-a-business/liquor-licences/liquor-licence-types/limited-licence-special-event>

As a committee of Council, there is a possible exemption but you need to look closely at the requirements at the link below. Particularly look at the Regulatory Requirements and make sure you would comply eg it has to be a fundraiser.

<https://www.liquorandgaming.nsw.gov.au/operating-a-business/liquor-licences/liquor-licence-types/liquor-licence-exemption-for-not-for-profit-organisations>

No matter which way you go, you will note that all of the requirements around RSA trained staff, signage etc still apply.

Michelle also followed up with a phone call to Andrew for further advice about what licenses the Council already holds and for advice about a BYO option. After discussion about the complexity of the liquor licensing regime and how the GAF committee might manage any associated risks, the Committee resolved not to serve alcohol at the gala opening, but instead to provide punch, mocktails and, if it is cool weather, some non-alcoholic mulled wine.

The committee discussed the following format for the gala opening, subject to confirmation and further discussion:

5.30 pm to 7.00 pm Soiree. Tickets to be \$40.00. Catering by Melinda Medway (grazing table) (cost \$30 per head) and soft drinks/punch/cordials and mineral water provided by the GAF committee. Mostly by invitation. Opportunity to view the wearable art exhibit by Creative Gunning which will be set up in the hall.

7.00 pm - ? Gala opening and evening entertainment. Cost \$10, children \$5.00. Sit-down arrangement with performers on stage.

7.00 pm Welcome to country followed by official opening (TBC)

Speech from a youth representative on the value of the arts (TBC)

George Washingmachine jazz group performs concert on stage.

Participants at the opening ceremony. concert will not be charged for the soiree/opening etc. Tickets for the Soiree will include the \$10 for the concert. Joel Bulgers family will not be charged for the opening/concert.

Michelle to follow up with Wendy Tuckerman's office re attendance in early February.

There will be online ticketing for the Soiree, also available at Creative Gunning. The opening/concert tickets will be available online or at the door. MG to organise online element and invitations.

Dress will be smart casual. Posters for the event will only mention the gala opening and concert,

Any other business:

GAF Flyers could be distributed at the Australia Day ceremony, using existing format shrunk to quarter A4 size and some alterations to the wording. MG to make alterations to flyers, MH to print.

Later flyers can list the schedule on the back.

Next meeting Tuesday 28th January at 3.30 pm.

Meeting closed 4.50.

Gunning Arts Festival

Gunning Arts Festival Section 355 Committee Meeting no 15

Minutes

3.30 pm, Tuesday 28th January 2020

Attendees: Margarita Georgiadis, Margaret Hindley (Minutes), Michelle Storey, Michael Coley, Dianna Nixon

Apologies: Darryl Tonks, John Searl, Pam Kensit, Celia Barlow

Minutes of meeting no. 14, Michelle Storey, 2nd Margaret Hindley

Business arising from the minutes: will be covered in items below.

Correspondence in and out:

Email to ULSC requesting financial assistance. Has been sent
 Invoice from MG for production of website and facebook page
 Facebook request from Simon Marnie for information and email sending Simon information about GAF. Simon is from the ABC. Have offered interviews
 Email from Melinda Medway confirming catering arrangements for Gala Opening Soiree. Confirmed at \$30 per head.

Email correspondence with Natalie Albury (Joshua - Southwell grandson's mother)
 Email confirmation from Australian Tourism Warehouse database. An Account has been opened. One collage Photo has been loaded so far and is in review.
 Michael Katz has offered sponsorship to Focus Group
 Emailed Peter Try for quotes for corflutes

Status of Schedule:

Blues Point have cancelled. George Washingmachine may organize something else, possibly a jazz singer duo. To be confirmed.
 Dianna Nixon reported still applying for funding. She has found another Millicent Armstrong play, and may include it. Will sell tickets through Eventbrite, mid-March. There could be another performance on the Sunday.
 GDHS will have a display in Pye Cottage and is having a series of workshops to organize it.
 A back up event may be given by Max Cullen

Publicity:

Lions Noticeboard schedule.
 31st January - Art Exhibition also media release. Also include some information about the STA (Southern Tablelands Arts) meet and greet which will follow their meeting in Gunning on the 18th February.
 14th February - Art of Shopping
 28th February – Art entries
 13th March – Schedule, bookings
 27th March – more bookings
 10th April – it's happening! – whole page at back.

MG to produce a poster draft next week in time for STA meeting.

Ask Vanessa MacKay about advertising GAF at the Gunning Show, maybe some laminated AS posters.
 MH to draft letter for Veolia for \$1000 donation towards encouraging community engagement by flyers and posters. Print some more quarter page flyers for distribution.

Gala Opening 17th April:

Draw up invitation list, including Wendy Tuckerman, the Mayor or representative of the Council,
ULSC general manager

MS to contact Joel Bulger about the Welcome to Country.

Next meeting: Tuesday 11th February at 3.30 pm. Picture House Gallery

Meeting closed 4.30.

Gunning Arts Festival

Gunning Arts Festival Section 355 Committee Meeting no 16

Minutes

3.30 pm, Tuesday 11th February 2020

Attendees: Margarita Georgiadis, Margaret Hindley (Minutes), Michelle Storey, John Searl, Celia Barlow

Apologies: Michael Coley, Pam Kensit, Darryl Tonks

Minutes of meeting no. 15, accepted Michelle Storey, 2nd Margaret Hindley

Business arising from the minutes:

- Printing. Peter Try doesn't print coreflutes. MG has had 50 A4 and 1 very large poster printed by Vista Print. Cost ~\$60
- Advertising at Gunning Show is OK. Contact is Jenny Medway.
- Veolia Trust donation of up to \$1000 application is considered worth doing even though it will have to be a special consideration because decisions will not usually be made on the grants in time for the festival. Application date is Friday 15th February.
- Celia Barlow reported she has contacted Joel Bulger for the Welcome to Country and he has confirmed he will be there.

Correspondence in and out:

- Media release on art exhibition sent to local papers, Living Arts Canberra, ULSC, HerCanberra, and Simon Marne at the ABC. An interview has been made with MG.
- Information on GAF included in windfarm newsletters, print and online.
- Correspondence with Wendy Tuckerman's office (followed by meeting). It will be put into the Electorate newsletter and in their window.
- ULSC approval of poster use of their logo sought from Chris Gordan, Approval given.

Inclusion of article and advertisements in BWD : magazine has been offered by Lyn Cram. While the article will be free, ads will be \$44 for a small one, larger ones \$88. We could fill a page with an article and ads for events, eg from Focus Group, Creative Gunning, Gala opening with George Washingmachine We would own copyright, so could be used elsewhere, eg in Lions notice board. Lyn will give us 2 copies to maybe put in the cafes. We would have to pay for more copies. Action on Michelle to ring Event Organisers to see who wanted to put in a small advertisement.

Action on Michelle to warn Ros that we would like an article about the Gunning Arts Festival to be included in the Lions newsletter at the end of February or early March.

Meeting with Wendy Tuckerman's office. She will come to the opening ceremony and open the Festival for us.

Gala opening dinner arrangements: Schedule sent to Wendy Tuckerman.

Poster distribution:

MH to enlarge A4 poster for show display.

Possible places to put posters:

Yass: Tootsie, Gift makers, Thyme 2 Taste, Kaffeine, Information Centre, Traders, IGA Noticeboard, Library

Gundaroo: Cork St cafe, pub, shop/post office

Dalton: Post Office

Goulburn: Wendy Tuckerman's office, Info. centre, art gallery, library, Gallery on Track, cafes (~5)

Crookwell - Information Centre, Library, Cafes (~4), Council rooms,

Collector cafe?

Any other towns?

This totals 31 posters.

Corflutes production to be arranged.

Any other business:

- STA meeting in Gunning 18th February. Board meeting will be in the Court House. Informal meeting with morning tea will be in the PHG & Theatre.
- Facebook posts on events. Focus Group next. MG will do.
- Dianna Nixon not sure of a venue. MG to negotiate or will Focus Group let them use the Court House in the morning, as they have it booked for the day.

Event organisers meeting Sunday 1st March most likely

Next meeting Tuesday 25th February.

Meeting closed 4.30pm.

Gunning Arts Festival

Gunning Arts Festival Section 355 Meeting no 18

Informal Meeting Notes

3.30 pm 17th March 2020 Video Meeting

Attendees: Margarita Georgiadis, Margaret Hindley (Minutes), Michelle Storey, Helen Vooren

Apologies: Michael Coley, Greg Baines, Darryl Tonks

An email exchange has established the Gunning Arts Festival cannot go ahead as planned due to restrictions placed on gatherings caused by the COVID-19 emergency. It has been suggested the Festival be converted to an online festival to run on the same schedule on 17th and 18th April 2020, rather than postponing it to a later date, using a mix of prerecorded videos, slide shows, Youtube, etc. run on the Gunning Arts Festival website.

The GAF Committee should inform the following about this decision:

Event organisers

ULSC

Sponsors

FRRR who have provided funds through the ULSC to run the Festival and will be asked to approve the online format.

Once approval is granted a media release and web page will be organized to publicise the change of format. Stickers showing the change will need to be printed for the already supplied posters and flyers.

The budget will need to be revised.

May need to include the costs of some video editing.

Event organisers will need to convert their presentations to the online platform or provide existing material. Sales of items can be by link from the GAF webpage to event organisers sites.

Wendy Tuckerman is willing to record the opening.

Welcome to country?

Joshua will be asked to record his speech.

George Washingmachine may have some recorded material.

The Picture House Gallery will run the art exhibition, people's choice prize and sales online with photos as well as running the exhibition in the Gallery.

Creative Gunning will show photos and stories of the wearable art exhibition, and will work out a method of taking online sales.

Mad Kelpie Play Date may have some recorded material or be willing to record some.

Greg Baines will provide a reading.

Dianna Nixon not sure. Maybe one play.

Gunning Arts Festival

Gunning Arts Festival Section 355 Meeting no 19

Notes

3.00 pm 3rd April 2020 Video Meeting

Attendees: Margarita Georgiadis, Margaret Hindley (Minutes), Michelle Storey, Michael Coley

Apologies: John Searl

ULSC has put an embargo on formal 355 Committee meetings during the COVID-19 crisis so this meeting was an informal discussion.

Flyers etc. It was felt a new version of the flyer should be printed and distributed rather than using stickers on the existing ones. Printed stickers are expensive. MG has completed it and it was approved. We will need 220 or so for a letter box drop, and 20 new posters. The large poster on the wall between PHG and Creative Gunning needs updating to show GAF is now online. Max Cullen to be asked to attend to this in such a way the original remains intact.

Program: Online events by:

- Wendy Tuckerman will provide an opening speech by video
- Greg Baines, Pam Kensit, Joshua are OK.
- Joel Bulger is thinking about how he can do the Welcome to country
- George Washingmachine will sort something out, it is a bit difficult to get his band together, so maybe only him. Ruby the jazz singer will supply some items.
- Nuno Felting workshop may not be video, maybe photos.
- Pye Cottage may struggle to complete display in time. Maybe use photos too? Maybe Keith Brown could do an interview at Pye Cottage, or Max could read something from Keith Brown.
- Dianne Nixon hopes to do a presentation about Millicent Armstrong. Her actors are all self isolating so a play reading is not possible.
- Greg Baines and Dianne Nixon are willing to do Q&A's or some online interaction with the audience.
- Wearable Art is going to be in the form of photos and stories about each item.
- The Art exhibition has received entries and will be by photo.
- Mad Kelpie Play Date will provide some video or recordings already in existence.

The event program will be on facebook a few days before hand with separate posts for each event and links to the website.

Budget matters: Michelle will provide an updated budget.

Payment for artists for previously ticketed events. There are some funds available to pay say \$500 each to Dianne Nixon, Mad Kelpie Play Date, and Ruby the jazz singer. George Washingmachine has been included in the budget (\$1200). Also in the budget is \$300 for Joel Bulger for the Welcome to country.

There could be a donate button with link to the video and a link to artists paypal account.

Copies of paid invoices have been placed on Dropbox and will be forwarded to ULSC for reimbursement.

Website: Margarita continues to work on the website so there may be further costs to be paid for.

An introduction to Gunning was suggested for the website with photos and voice over, about 2 minutes. Margarita to ask the community to supply photos. Wendy Tuckerman's video needs to be seen first to ensure there is no overlap.

Gunning Arts Festival Section 355 Committee

Meeting 21 – 4pm Sunday, 31 May 2020

held by Zoom videoconference

Attendees: Michelle Storey (Chair), Margarita Georgiadis, Michael Coley, Greg Baines, Helen Vooren (Minutes)

Apologies: Karina Smith, Pam Kensit, John Searl, Darryl Tonks

1. Open

The meeting opened at 4.05pm and the Chair welcomed all attendees. As there wasn't a quorum this was an informal meeting.

2. Apologies

The Chair advised receipt of apologies as listed.

3. New members

Nominations for committee membership have been received from Greg Baines, Karina Smith, Margaret Jenkinson, Natalie Albury and Helen Vooren. Margaret Hindley has resigned from the committee due to moving house and Darryl Tonks has indicated that he will not renominate at the AGM due to other commitments. The attendees supported the addition of new members to the committee to bring fresh ideas for next Festival and to replace members that were not continuing. As there was not a quorum at the meeting it was decided to approve the new members with a motion via email after the meeting.

ACTION: New membership proposals to be circulated to all members for approval out of session prior to recommendation to ULSC.

4. Minutes

Minutes of the previous meeting were circulated and approved.

Moved: M Coley Seconded: M Storey Agreed.

5. Business Arising

The final report on the Arts Festival is being drafted by M Storey. Tailored surveys were sent to organisers, sponsors and participants to capture learnings and for use in marketing future events. The report will also include web statistics (Webpage, YouTube and Facebook) and analysis.

Final report including financials and statistics should be ready by end of June.

6. Correspondence In / Out

The meeting noted correspondence received from:

From / To	
ULSC	Re: financial ledger for FRRR final report
Dept of Communities and Justice (NSW)	Re: unsuccessful grant application

Feedback emails	Re positive feedback on online events
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7. FRRR Conversation

M Georgiadis and M Storey reported on conversation with FRRR regarding the event. Feedback was very positive and the Committee is being encouraged to reapply in the upcoming rounds for further funding. The GAF event is being used as a case-study to educate other smaller communities about what is possible. We suggested that a resources page for event organisers be developed to give access to tips and tools that may be useful. A series of webinars are also planned. GAF members M Storey and M Georgiadis offered to be available to provide feedback / assistance to other groups.

8. Senior grant 'Trips down memory lane'

The meeting discussed the project and the collection of stories from seniors in the community about combating isolation.

A possible format 'Flash Fiction' was proposed by G Baines. This would allow for written submissions up to 1000-2000 words and which could be received in a written or spoken form.

M Storey advised that Biala Windfarm are still keen to support the project subject to a satisfactory proposal being received.

ACTION: G Baines to commence brief proposal with feedback from H Vooren. Brief proposal for next meeting.

9. Dance for Wellbeing

M Storey outlined the program being undertaken by Southern Tableland Arts which provides dance / movement classes online for the disabled and those with mobility issues. A request has been received for \$300 which will fund the teacher and three Zoom sessions. The meeting discussed the request noting that this would be drawn from remaining GAF funds and not Council managed funds.

Recommendation:

That the GAF Committee support Southern Tablelands Art with \$300 for use in the 'Dance for Wellbeing' program.

Moved: M Storey Seconded: M Coley Agreed.

10. Legalwise seminar on Governance Risks

M Storey provided an update on a recent seminar undertaken on Governance for NFP and Associations. Topics covered included duty of care with volunteers in a COVID world. The importance of documenting steps taken to mitigate risk was highlighted for all organisations.

11. Other Business

Next Festival

The meeting discussed the likelihood of the next Festival being held in April 2021 noting that this could potentially be still a COVID Care time. Ideas and thoughts for activities that can be held that will not attract crowds but which will be attractive to a local and online audience. Ideas suggested included:

- A sculpture garden / sculpture in the front gardens of residences
- Yarn bombing / pom-pom garden display
- Use of the revamped shearing pavilion for an outdoor venue for music and performance.
- Projected images onto buildings or outdoor cinema (potential sponsored event)
- Zoom interviews

ACTION: M Storey to email local organisations for expressions of interest in participating at next event and thoughts on what activities may be likely.

Next Meeting

The next meeting will be held in 4-6 weeks and will be confirmed to members by email.

Meeting closed at 5.15pm

Note added after meeting.

As agreed above, the consideration of new members for the Gunning Arts Festival Section 355 committee occurred via email after the meeting. The committee supported a Motion via email to recommend to Upper Lachlan Shire Council that the following individuals be appointed to the Gunning Arts Festival Section 355 committee:

Greg Baines

Helen Vooren

Karina Smith

Margaret Jenkinson

Natalie Albury

Moved M. Coley, Seconded M. Storey, Motion supported by the committee.



Report for Upper Lachlan Shire Council on inaugural Gunning Arts Festival

Purpose: To provide information to Upper Lachlan Shire Council on the outcomes of the inaugural Gunning Arts Festival and the return on investment of the \$1000.00 the Council provided to support the Festival.

Description of Event

Due to COVID-19 restrictions we were not able to hold the physical Gunning Arts Festival on April 18. We transitioned to an online Festival. The art exhibition and wearable art exhibition were curated and produced as online exhibitions. We asked performers to produce videos of their events. We created a web page listing the online events and linking to the videos and online exhibitions. We also included videos of the indigenous Welcome to Country and official opening by our local MP Wendy Tuckerman. We created a Welcome to Gunning video to introduce our host town to online Festival attendees. We launched all the video performances on April 18 and will keep the website of performances live until the end of September 2020.

Results

Tangible

The Festival attracted \$5250 in sponsorship from local businesses. A post event survey indicated that 100% of our sponsor respondents would be Very Likely (83.33%) or Likely (16.67%) to recommend sponsoring the Gunning Arts Festival to a friend or colleague. 100% were Very Satisfied with the way their business was promoted on our online platforms, posters and flyers.

The Festival attracted \$7947 in funding from the Foundation for Rural and Regional Renewal (FRRR) through their Tackling Tough Times Together grant program. FRRR has congratulated the committee on our online Festival on their Facebook page and in their newsletters, and recently held a meeting with committee members to seek our advice to pass on to other grant recipients. We hope we have enhanced the reputation of Upper Lachlan Shire Council for having capacity to deliver, and that we are in a strong position to apply for further funding from FRRR.

We have been able to feed \$8691.95 (70%) of our total funding expended into the local economy by purchasing what we required from local businesses, significantly exceeding the \$1000 received from Council.

Fifty artists and creatives were directly involved in the Festival events. Twenty nine of these people came from the region. We are aware of seven who *directly* earned income from providing services to the Festival or making sales directly arising from the Festival events, providing important support to creatives during a very challenging time for the industry. We were able to pay all the professional performing artists for their video performances at a time when their incomes had largely dried up due to lockdown restrictions, assisting to sustain the arts community of the region during this very difficult time.

The event venue signs and banners, logo, website, poster and flyer basic designs will be able to be re-used for future Festivals and we have \$1740 remaining in our sponsorship account to use as seed funding for the next Festival, scheduled for April 2021.

PO Box 83 Gunning NSW 2581 gunningartsfestival@gmail.com

The Gunning Arts Festival Committee is a Section 355 Committee of Upper Lachlan Shire Council

Intangible

The participation in the online Festival exceeded our expectations. By mid-May the “reach” of our Facebook page was 45,000, with 9,000 post engagements. The online art exhibition had over 5,000 visitors to the page and over 1,000 people voted for artworks in the People’s Choice award. The Festival website had 3,000 views, with 81% new visitors, 40% returning visitors. All the online performances were viewed on Youtube in greater numbers than we could have fit into the venues in Gunning if we had held a physical Festival. We have been interviewed about the Festival on ABC Weekend Radio Sydney and on ABC Radio Canberra, as well as several podcast interviews on Living Arts Canberra. Articles about the Festival were published in the Crookwell Gazette, Canberra City News and BWD magazine. The Council of Small Business Organisations produced a short video on the online Gunning Arts Festival as an example of initiative and resilience during the pandemic.

Due to this very high exposure, the participating artists and community organisations benefitted as the Festival has raised their profile not just in our region but throughout Australia. As an early indication of this, Creative Gunning opened its craft shop on the June long weekend for the first time for two months. The Facebook announcement of re-opening reached an audience of a factor of ten larger than pre-Festival postings, and the shop sales over the weekend equalled pre-Christmas sales figures. Although, due to COVID-19, we were not able to attract tourists to Gunning for a physical Festival, the businesses in Gunning will benefit in the longer term as the online presence and radio exposure will have raised awareness of Gunning, attracting more tourists in the future once the pandemic restrictions lift.

The community uplift from the project, measured by survey responses and “positive chatter in the street” has exceeded our expectations. Sustaining regional communities relies heavily on the perception of the “liveability” of a region or town. Several factors contribute to the liveability of a place, including a sense of belonging and cultural offerings. The Gunning Arts Festival has helped to promote Gunning as a place not only of strong and competent community, but also resilience and initiative, which we hope will increase its attractiveness to new and existing residents. 85.4% of survey respondents said that they would be Very Likely to recommend the online Gunning Arts Festival to a friend or colleague and 100% of respondents said that we should hold another Gunning Arts Festival, with 69.2% indicating that we should hold a physical Festival with some online content. We received extremely positive responses from locals on our Festival Facebook page.

Conclusion

We consider that the inaugural Gunning Arts Festival was an outstanding success, perhaps even more so than if we had been able to proceed with a purely physical Festival. Circumstances led us to explore the potential of online offerings and the results have demonstrated that we should retain an online component in future Festivals. We have demonstrated to sponsors, FRRR and the community our capacity to deliver a high quality Festival to Gunning. We were able to return a large fraction of funds received to the local economy, while also providing successful opportunities for local creatives to earn income from their Festival participation. The Gunning Arts Festival Section 355 committee would like to thank Upper Lachlan Shire Council for their financial and administrative support of the Gunning Arts Festival. The financial contribution enabled us to rapidly and confidently transition to an online delivery of the Festival. The competent and efficient support and advice we have received from Council staff during our preparations for the inaugural Gunning Arts Festival were instrumental in enabling us to achieve the results described above.

*Dr Michelle Storey
Chair, Gunning Arts Festival committee
June 14, 2020*

PO Box 83 Gunning NSW 2581 gunningartsfestival@gmail.com
The Gunning Arts Festival Committee is a Section 355 Committee of Upper Lachlan Shire Council

PRESENT: Mr M Barlow (Chairperson), Cr J Wheelwright, Mr D Marshall (Community Representative) and Mr W Martin (Community Representative).

STAFF: Mr A Croke (Director of Finance and Administration), Mr J Pejic (Non-Voting) (Manager Risk, Audit and Improvement), Mr P Millett (Management Accountant), Miss K Dewar (Executive Assistant) and Ms S Pearman (Administration Officer).

THE CHAIRPERSON DECLARED THE MEETING OPEN AT 8.40AM

Teleconferences:

Dominika Ryan from NSW Audit Office and Monique Oosthuizen from Deloitte - 8.47am to 9.21am.

Jarrold Lean and Mahesha Rubasinghe from Grant Thornton – 9.40am to 9.49am.

SECTION 1: APOLOGIES & LEAVE OF ABSENCE

Apologies were received from Cr Cummins and Ms Colleen Worthy.

Moved by Mr Marshall and Cr Wheelwright that the apologies be received and a leave of absence granted.

Cr Culhane was absent from the meeting.

SECTION 2: DECLARATIONS OF INTEREST

Nil

SECTION 3: CONFIRMATION OF MINUTES

ITEM 3.1 RESOLVED by Mr Martin and Mr Marshall

That the minutes of the Audit, Risk and Improvement Committee Meeting held on 18 March 2020 be adopted.

- CARRIED

SECTION 4: REPORTS

ITEM 4.1 INVESTMENTS FOR THE MONTH OF JUNE 2020

RESOLVED by Mr Martin and Mr Marshall

1. The report on Council investment portfolio is received and noted as information.

- CARRIED

ITEM 4.2 AUDIT OFFICE OF NSW - PRESENTATION OF ANNUAL ENGAGEMENT PLAN FOR UPPER LACHLAN SHIRE COUNCIL

RESOLVED by Mr Martin and Mr Marshall

1. The Audit Office of NSW Annual Engagement Plan, including the Agreement of Terms and Audit Timetable, for the external audit of Upper Lachlan Shire Council for the year ending 30 June 2020 is endorsed.

- CARRIED

ITEM 4.3 NSW AUDIT OFFICE - 2019/2020 INTERIM AUDIT MANAGEMENT LETTER

RESOLVED by Mr Marshall and Mr Martin

1. The NSW Audit Office Management Letter on the interim audit for 2019/2020 has been received and Council management responses are endorsed.

- CARRIED

**ITEM 4.4 NSW AUDIT OFFICE - REPORT ON LOCAL GOVERNMENT
FINANCIAL AUDIT 2019**

RESOLVED by Cr Wheelwright and Mr Marshall

1. The NSW Audit Office Report on Local Government 2019 for Financial Audit is received and information noted.

- CARRIED

**ITEM 4.5 GRANT THORNTON - INTERNAL AUDIT OF COUNCIL
COMPLIANCE FRAMEWORK**

RESOLVED by Mr Marshall and Mr Martin

1. The Compliance Framework internal audit report from Grant Thornton is received as information and Council management responses endorsed by the Committee.

- CARRIED

**ITEM 4.6 STATUS REPORT - INTERNAL AUDIT RECOMMENDATIONS
TRACKING**

RESOLVED by Mr Martin and Cr Wheelwright

1. The report on Internal Audit Recommendations Tracking is received and noted as information.

- CARRIED

ITEM 4.7 CHAIRPERSON REPORT - A FURTHER SUBMISSION TO COUNCIL

RESOLVED by Mr Barlow and Mr Martin

1. The Committee Chairperson's Report be received and presented to the Ordinary Council Meeting on 20 August 2020.

- CARRIED

SECTION 5: ITEMS FOR DISCUSSION

Nil

THE MEETING CLOSED AT 10.04AM

Minutes confirmed 16 SEPTEMBER 2020

.....
Chairperson

CROOKWELL POTATO FESTIVAL COMMITTEE
MEETING HELD 19 MARCH 2020
TOURISM INFORMATION CENTRE, CROOKWELL

Meeting Opened 15.00

		UPPER LACHLAN SHIRE COUNCIL	
		CROOKWELL OFFICE	
PRESENT Joyce Edwards (JE) Chair Mandy McDonald (MM) Sec Beverly Houterman (BH) Treas. By phone Andrew Warren (AW) Sandra Martin (SM) Jan Pont (JP)	APOLOGIES Ric Opie (RO) Darian Cameron (DC) Mike Walsh (MW)	29 JUL	2020
		File No:	

JE opened the meeting with a directive from Council cancelling the Crookwell Potato Festival 2020.

This was entirely expected due to the present uncertainty due to the coronavirus pandemic.

ACCEPTANCE OF MINUTES

JE proposed that the minutes for the meeting 5 March 2020 be accepted as a true and accurate record. Seconded SM

JE proposed that the minutes for 12 March 2020 be accepted as a true and accurate record. Seconded SM.

MATTERS ARISING

All activities relating to the 2020 festival have now ceased.

JE has notified the various childrens entertainers re cancellation of the festival.

JE will as MW to inform his Car Club contacts.

JE has asked Marcus to contact Virbac HQ.

JE will contact Judy Case re cooking demonstrations, etc

JE will contact Paul Anderson at the Showground..

DC and Pam Kensit will contact the Irish ambassador.

AW will cancel advertising, First Aid, ATM's and various entertainment groups.

SM and AW will contact stall holders offering a refund.

AW explained that money taken from stall holders is held by the booking agency Trybooking and is not released to event organisers until close to the date of said event.

CORRESPONDENCE

OUT

Letter of thanks to Peter Fulton for all his generous assistance.

Letter to Council seeking urgent advice re pandemic and festival.

Letter to Richard Glover management re Guest.

Correspondence moved be accepted SM, second JP.

TREASURERS REPORT

BH supplied an up to date financial statement. There is a balance of \$20,045.83.

BH submitted a document from Commonwealth Bank to be signed by AW and JE to close one account and transfer funds to other account.

Treasurers report moved as accepted by AW, seconded JP.

OTHER BUSINESS

AW reminded committee that completed financial report, including statements, receipts, etc. need to be provided to the committee for ratification after 30 June 2020. Said documents to be submitted to Council by 15 August 2020.

BH wished to suggest to committee that it would be a good idea if the CPFC maintained a public profile to keep the festival in the public consciousness. BH offered to assist with this.

AW would get back to the committee when there is greater clarity regarding how to proceed with next years festival.

JE alerted committee to organising AGM.

Meeting closed 16.15

Next meeting 1st Thursday June at 15.00 3 Churchill Street.

Signed as true and accurate record

name

date

Jayce Edwards.
23-7-2020

Upper Lachlan Shire Council

MINUTES OF THE UPPER LACHLAN TOURIST ASSOCIATION MEETING HELD ON TUESDAY, 4TH AUGUST 2020, AT CROOKWELL VISITOR INFORMATION CENTRE.

Meeting commenced at 2.06 pm

Present: Clr John Searl, Judith Basile, Margaret McPherson, Andrew Croke, Lucy Lindner, Andrew Warren

1. WELCOME – Clr Searl declared the meeting open.

2. APOLOGIES

Apologies were received from Clr Ric Opie, Wentworth Hill and Leslie Bush
Moved: J. Basile, L.Lindner

3. DECLARATIONS OF INTEREST

Nil

4. MINUTES OF PREVIOUS MEETING

Committee confirmed minutes as accurate without correction.
Moved: J.Basile, L.Lindner

5. BUSINESS ARISING

Nil

6. CORRESPONDENCE

Nil

7. FINANCE REPORT

The Upper Lachlan Tourist Association receives the report and notes the information.
Moved: J.Basile. M.McPherson

8. TABLELANDS DESTINATION DEVELOPMENT PLAN

Sean Haylan (GM Destination Southern NSW) and Andrew Warren presented an overview of the Tablelands Destination Development Plan.

9. UPPER LACHLAN DESTINATION ACTION PLAN

Sean Haylan (GM Destination Southern NSW) and Andrew Warren presented an overview of the Upper Lachlan Destination Action Plan.

10. TOURISM ACTIVITY REPORT

The Upper Lachlan Tourist Association receives the report and notes the information.

Moved: J.Basile, L.Lindner

11. RECOVERY MARKETING CAMPAIGN

A.Warren presented the “Discover the Shire of Villages” marketing campaign prospectus and discussed the issues of timing with regards the local community’s desire for visitation and the wider market’s propensity to travel in an uncertain environment. A.Warren is seeking an extension to the deadline for the expenditure of the grant funding.

12. STATISTICS

The Upper Lachlan Tourist Association receives the report and notes the information.

Moved: J.Basile, L.Lindner

11. GENERAL BUSINESS

A.Warren to advertise for new committee members in September in preparation for an AGM to precede the next meeting.

Meeting closed 3.41pm

Next meeting will be on Tuesday 6th October 2020 at 2pm at the Crookwell Visitor Information Centre.

17 NOTICES OF MOTION

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

18 QUESTIONS WITH NOTICE

Twenty eight (28) questions were provided seeking answers from the General Manager.

Due to the significant resources required to answer all twenty eight (28) questions only eight in this report have been answered. The other twenty (20) questions have being deferred and answers to these will be provided at future Council meetings.

This decision is based on the Upper Lachlan Shire Councils Question With Notice Policy 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”

The following items are submitted for consideration -

18.1	Crookwell Swimming Pool Questions 1 – 4	208
18.2	Gunning Swimming Pool Questions 1 – 4	210

Questions With Notice - 20 August 2020

ITEM 18.1

Crookwell Swimming Pool

AUTHOR

Councillor Ron Cummins and Councillor Ric Opie

At a Council workshop held on the 2nd June, 2020 the General Manager advised Councillors that the Crookwell Swimming Pool needed substantial engineering works to be carried out to ensure that the facility complied with EPA requirements and was fit for purpose.

1. What are the engineering works that need to be carried out?

GENERAL MANAGERS COMMENTS

At council meeting 16 July 2020 council resolved unanimously to build a new pool complex at Crookwell. The works to be carried out include 3 new pools, and ancillary plant and an amenities block.

This includes:

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

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

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

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

Brand new 6 ¼ x 6 ¼ m toddler pool with

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

2. What is the estimated cost of those works?

GENERAL MANAGERS COMMENTS

While council assessed the existing pool site the details of all repair works were not costed separately because preliminary quotes were obtained on a repair or rebuild basis. Council had asked for preliminary quotes on a 25metre outdoor pool, a toddlers pool and a solar heated indoor pool. Preliminary estimates for a new pool complex were up to \$5million, including demolition and rebuild of new amenities. . At council meeting 16 July 2020 council resolved unanimously to build a new pool complex at Crookwell. Council also resolved to seek funding from State and Federal Government.

Questions With Notice

CROOKWELL SWIMMING POOL cont'd

3. What is the anticipated timeline and completion date for those works?

GENERAL MANAGERS COMMENTS

The project is anticipated to completed by November 2021

4. What are the consequences to the community if those works are not completed in the near future?

GENERAL MANAGERS COMMENTS

While the project is to be completed in the near future, November 2021 it will require the pool to remain closed this summer. It is noted that a community pool has positive social and physical wellbeing effects on our community, who have responded in a very positive manner to council's decision to build a new pool complex. This reflects their positive attitude and sentiment towards this important piece of community infrastructure.

ATTACHMENTS

Nil

Questions With Notice - 20 August 2020

ITEM 18.2

Gunning Swimming Pool

AUTHOR

Councillor Ron Cummins and Councillor Ric Opie

At a Council workshop held on the 2nd June, 2020 the General Manager advised Councillors that the Gunning Swimming Pool needed substantial engineering works to be carried out to ensure that the facility complied with EPA requirements and was fit for purpose.

1. What are the engineering works that need to be carried out?

GENERAL MANAGERS COMMENTS

A plan is currently being developed to update the Gunning Swimming pool. The works to be carried out this year include: installation of 2 new pool pumps, 2 new filters and 2 automated chemical dosing systems (one for the main pool and the other one for the toddlers pool). Erection of a new fence around the toddler's pool and some minor works on Councils water network.

2. What is the estimated cost of those works?

GENERAL MANAGERS COMMENTS

Council is currently quoting and scheduling this work, so no firm quotes are available at the time of writing this report.

3. What is the anticipated timeline and completion date for those works?

GENERAL MANAGERS COMMENTS

The installation of the above plant for both pools and the erection of new pool fencing around the toddler's pool is scheduled to occur before the pool re-opens in November 2020

4. What are the consequences to the community if those works are not completed in the near future?

GENERAL MANAGERS COMMENTS

These works will occur in the near future, November 2020. The aim is to re-open the pool this coming summer because a community pool has positive social and physical wellbeing effects on our community.

ATTACHMENTS

Nil

General Manager's Statement

Confidentiality

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

CONFIDENTIAL SESSION

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

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

RECOMMENDATION

That, in accordance with Section 10A(2) of the Local Government Act, 1993, the Public and the Press be excluded from the meeting to enable Council to determine Items 19.1, 19.2 and 19.3 in confidential session for the reasons indicated:

Item 19.1 Tender for Hire of Equipment (Plant and Trucks) up until 30 June 2023

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 19.2 Procurement of Two Trucks

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 19.3 Crookwell Barbell Club

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 Tender for Hire of Equipment (Plant and Trucks) up until 30 June 2023
- 19.2 Procurement of Two Trucks
- 19.3 Crookwell Barbell Club