

Works and Operations

PEDESTRIAN ACCESS MOBILITY PLAN (PAMP) AND BIKE PLAN cont'd

| | |
|---------------------------|---|
| | altered for warranted projects connecting the town centre to the Gunning Showground. |
| 6. Guy Thompson (Gunning) | The Draft PAMP & Bike Plan has been amended to include an extension to GUN03 at a cost of \$37,290. |

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

The PAMP has been developed in accordance with Operational Plan. Implementation of the projects contained within the PAMP will be subject to future Operational Plan deliberations.

Projects aligned with the PAMP and included in current budgets are Lorn Street Collector (COL05), Carrington Street (CRO19) as part of the Kiamma Creek bridge replacement and Pat Cullen Reserve (CRO22) which was included in the 2016/2017 budget.

RECOMMENDATION That -

1. Council receive the report and notes the summary of responses received following the public exhibition of the Pedestrian Access Mobility Plan (PAMP) and Bike Plan including the summary of actions included in the PAMP;
2. Council adopts the Upper Lachlan Shire Council Pedestrian Access Mobility Plan (PAMP) and Bike Plan.

ATTACHMENTS

| | | |
|----------------------|---|------------|
| 1. ↓ | PAMP and Bike Plan - Final Draft | Attachment |
| 2. ↓ | Gunning Shire Hall and Showground Committee email re PAMP | Attachment |
| 3. ↓ | Taralga Progress Association | Attachment |
| 4. ↓ | Guy Thompson submission re PAMP | Attachment |



Upper Lachlan Shire Council



pedestrian Access and Mobility
Plan (PAMP) and Bike Plan

July 2017



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1.0 Executive summary

The Upper Lachlan Shire is located on the top of the Great Dividing Range, within the Southern Tablelands of New South Wales. The Shire covers 7,102km² and is well known for its wool and potato production, with tourism emerging as relatively new industry. The Shire is home to 7,193 (2011 ABS) people over ten main towns and villages; Bigga, Binda, Collector, Crookwell, Dalton, Grabben Gullen, Gunning, Laggan, Taralga and Tuena. Crookwell is a main urban centre of the Shire which is home to 2,507 of its residents.

The Shire has a high car dependency, with public transport limited to the Gunning rail service and the Crookwell Bus Service (restricted to around Crookwell, and from Crookwell to Goulburn). School bus services operate across the major urban areas of the Shire.

Upper Lachlan has a higher percentage of people walking to work in comparison with Regional NSW and Australia, however a lower percentage of people cycling to work than the averages for regional NSW and Australia.

The Shire has a modest network of footpaths across its larger towns and villages, servicing a number of key services and destinations. The majority of the existing pathway network within the Shire is ageing, however a number of recent pathway developments in the towns of Gunning and Crookwell are providing safe and attractive places for walkers and cyclists. The supporting infrastructure for the pathway network is also evolving, with the recent addition of seating and amenities in some locations. The opportunity exists for Council to enhance the existing network through an ongoing program of footpath maintenance and upgrades, development of new connections to key destinations, as well as supporting facilities such as signage and seating.

The Upper Lachlan Shire Pedestrian Access Mobility Plan and Bike Plan (the Plan), sets Council's strategic direction and framework to establish a pedestrian and bicycle friendly environment within the Local Government Area over the next 5 to 10 years. The Plan builds on the Upper Lachlan Shire Council PAMP and Bike Plan (2005), which proposed a number of actions designed to encourage and support walking and cycling in the Shire.

The PAMP and Bike Plan have been written as a combined document so as to address both the walking and cycling needs of a wide range of users including school children, seniors, recreational users, commuters, people with a disability or limited mobility, as well as visitors to the Shire. The purpose of the PAMP is to ensure thorough planning for pedestrians occurs via a comprehensive strategic action plan to develop subsequent policies and develop facilities. The purpose of developing the Bike Plan is for Council to deliver cycling infrastructure in a coordinated and strategic manner.

The PAMP and Bike Plan will assist Council in securing funding for the implementation of walking and cycling infrastructure, such as the NSW Government's Walking Communities Program, Priority Cycleways, Cycling Towns and Connecting Centre programs.

The Plan will guide Council in its application for grant funding, allocation of annual funds for maintenance and capital projects, as well as providing a sound communication tool to the community in its priorities for walking and cycling.

1.1 Upper Lachlan walking and cycling environment and opportunities

A number of infrastructure and behaviour change opportunities and recommendations have been made to improve connections within each town and to provide more opportunities to walk and cycle as part of every day activity. Given the limited funds available to resource the Plan, it has targeted improvements to those with the greatest benefit and community support across the Shire.

Strategic directions

To achieve the objectives of the Upper Lachlan PAMP and Bike Plan, a number of strategic recommendations have been identified. They are:

| | | |
|--|---|--|
| Fund the maintenance of the existing network | Conserve existing participation and encourage growth in participation | Increase accessibility within towns and villages |
| Activate, rejuvenate and utilise the Upper Lachlan Shire Access Committee | Council staff as leaders/walking and cycling ambassadors | Development of supporting walking and cycling infrastructure |
| Re-develop nature strips/drainage to enable footpath construction in Collector | School education programs and skill development | Awareness and promotion of the network |
| Encouragement of tourism opportunities, programmed walks and rides, and events | Paths linking key destinations | Development of an accessible services guide |
| Condition new developments for walking and cycling infrastructure. | | |

These strategic directions are outlined further on page 61 of this Plan.





2.0 Introduction

The Upper Lachlan PAMP and Bike Plan aims to provide a framework for the development and coordination of pedestrian and cycling facilities to meet the needs of the community. The Plan identifies opportunities to improve the existing network and encourage more people to walk and cycle as part of an active and healthy lifestyle.

In order to ensure that the pedestrian and cycle network is relevant for each town and village, a thorough process has been undertaken in order to understand the community's needs:

- ☐ Understanding the community and stakeholders needs
- ☐ Identifying and mapping key destinations
- ☐ Understanding travel behaviours and use patterns
- ☐ Understanding the types of pedestrians and cyclists
- ☐ Audit of the existing network including its legibility, condition, gaps in the network and associated infrastructure such as signage and supporting facilities
- ☐ Barriers to pedestrians and cyclists

The PAMP and Bike Plan addresses the towns of Bigga, Binda, Collector, Crookwell, Dalton, Grabben Gullen, Gunning, Laggan, Taralga and Tuena. Due to the spatial distribution of each town across the Shire, towns have been assessed on an individual basis, rather than the Shire as a whole.

2.1 Vision

The vision for the Plan is:

'To provide a network of safe and accessible pathways and their supporting infrastructure for both pedestrians and cyclists, linking key destinations within towns, as well as providing residents and visitors with opportunities for recreation and exercise.'

The development of the PAMP and Bike Plan for the Upper Lachlan Shire has been built on a sound understanding of the local community and their preferences, the local environment including the key services and destinations, as well as the existing pedestrian and cycling network.

2.2 Objectives of the Plan

The key objectives for the PAMP and Bike Plan are to:

- ☐ Enhance and improve the pedestrian and cycling network through infrastructure provision that addresses the needs and abilities of all types of pedestrians and cyclists
- ☐ Collective infrastructure and behavioural initiatives that remove impediments to walking and cycling, particularly for the youth and aged
- ☐ Identify opportunities for the provision of end-of-trip facilities
- ☐ Complement existing and proposed tourist attractions throughout the Shire and adjoining local government areas
- ☐ Identify strategies that raise awareness of the merits/benefits of active transport in the Upper Lachlan Shire
- ☐ Prioritise improvements which can be realistically implemented with potential sources of funding identified - a progressive level of investment
- ☐ Ensure pedestrian and cycling facilities are managed and maintained to high quality standards and in accordance with Council's asset management plans and service level benchmarks.



3.0 Participation trends

Understanding participation trends at a national and state level can assist in the future planning of infrastructure, supporting facilities, and programs.

3.1 Walking participation

Walking for recreation/exercise

As can be seen from the Australian data for walking for recreation/exercise, there is little difference in trends between 2005-06 and 2011-12. However, the latest survey in 2013-14 reveals a significant decrease in the percentage of people walking for recreation or exercise.

Table 1. Walking for recreation/exercise

| | Participation (% Aus.) | | | |
|------------------|------------------------|---------|---------|---------|
| | 2005-06 | 2009-10 | 2011-12 | 2013-14 |
| By gender | | | | |
| Males | 16.5 | 15.6 | 16.5 | 13.6 |
| Females | 32.8 | 30.0 | 30.4 | 24.7 |
| By age | | | | |
| 15 to 17 | 6.8 | 6.3 | 6.3 | - |
| 18 to 24 | 10.8 | 10.4 | 10.8 | - |
| 25 to 34 | 20.7 | 15.8 | 16.3 | - |
| 35 to 44 | 25.7 | 23.7 | 23.5 | - |
| 45 to 54 | 30.7 | 30.2 | 31.0 | - |
| 55 to 64 | 34.8 | 34.4 | 36.3 | - |
| 65+ | 29.1 | 26.7 | 27.5 | - |
| Total | 24.7 | 22.9 | 23.6 | 19.2 |

Walking for transport

The table below displays information collected in the 2006 and 2011 Australian Censuses for walking as a method of journey to work. Analysis of the data shows that the Upper Lachlan Shire has a higher percentage of people walking to work in comparison with Regional NSW and Australia. However, the percentage of those walking to work has fallen between 2006 and 2011, indicating a preference to use other methods of transport (in particular driving).

Table 2. Walking for transport

| Upper Lachlan LGA | | Regional NSW | | Australia | |
|-------------------|------|--------------|------|-----------|------|
| 2006 | 2011 | 2006 | 2011 | 2006 | 2011 |
| 5.5 | 4.7 | 4.7 | 4.1 | 4.0 | 3.7 |

As time pressures increase in people's lives, walking for transport can be a great way to exercise and keep fit whilst travelling to a destination.

Children walking to school

According to the National Heart Foundation, the number of children walking to school has halved over the last 40 years.¹ The Short Report of the NSW Health *Schools Physical Activity and Nutrition Survey (SPANS)* conducted in 2004 shows an even greater decrease in both walking and cycling for students in Years 8 and 10 (see below).

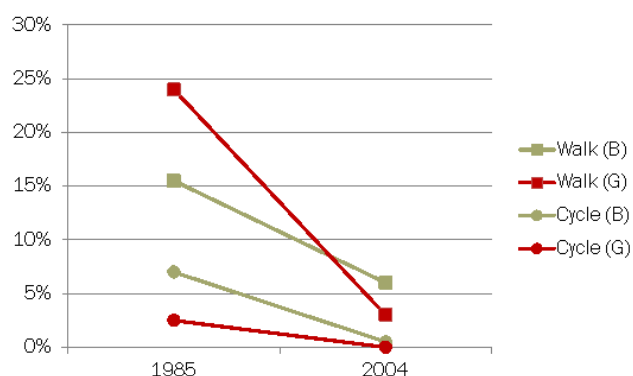


Figure 1. Rates of Year 8 children walking to school in 1985 and 2004 (SPANS)

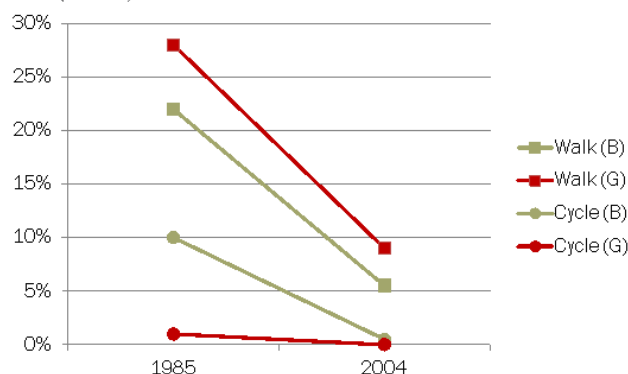


Figure 2. Rates of Year 10 children walking to school in 1985 and 2004 (SPANS)

It is likely that these rates are influenced by an increase in the distances present for children to travel to school (in particular high school), which may necessitate other modes of transport including driving and public transport. However, notwithstanding these possibilities the figures are concerning and show the major downward trend of active transport among school students. Lifelong transport habits can be formed in childhood and encouraging walking and cycling among students of all ages should be a major consideration for all policy and plan makers.

¹ Move it: Australia's healthy transport options (National Heart Foundation Australia, 2014)

3.2 Cycling participation

The National Cycle Strategy aims to double participation rates in cycling by Australians between 2011 and 2016. To measure this performance, a biennial National Cycling Participation Survey is conducted.

Between 2011 and 2015, cycling participation rates have been fairly constant at a state level, however, changes can be seen in regional NSW¹. Rates decreased significantly in 2013 and have returned to being similar to 2011 levels in 2015.

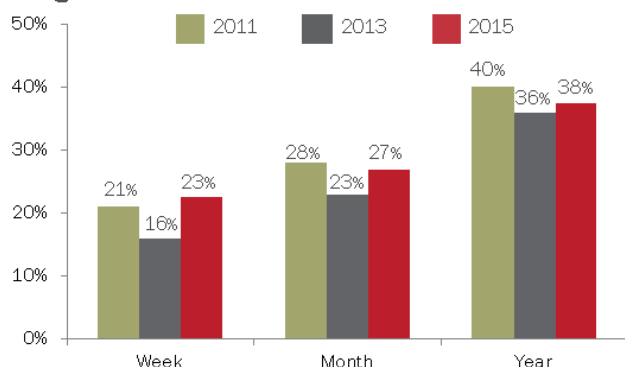


Figure 3. Cycling participation rates in regional NSW by frequency of participation between 2011 and 2015

Participation by gender

Consistent with national trends, males in regional NSW are more likely to cycle than females (see figure below). The rate of female cycling has increased on 2011 and 2013 levels.

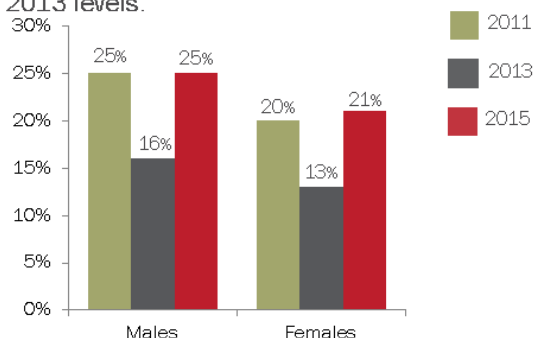


Figure 4. Cycling participation in regional NSW by gender

Participation by age

Trends also show that cycling participation rates are much higher among the youth and then decrease as people get older. Considering the activity of cycling is low impact, in theory, participation rates should increase in those aged over 50 years who tend to look for low impact physical activities.

Cycling participation in regional NSW among almost all age groups has increased significantly. The only age group where cycling decreased in popularity was in 18 to 29 year olds.

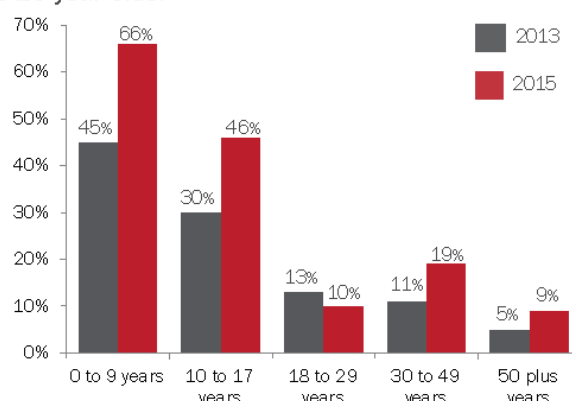


Figure 5. Cycling participation in regional NSW by age cohort for 2013 and 2015

Cycling for transport

The ABS Census collects information on what mode of transport respondents use to travel to work. This information provides an indication on the popularity of cycling for transport in given areas. In Upper Lachlan, the level of people cycling to work on the day of the Census in 2011 was quite low at 0.3%. This figure is lower than the averages for regional NSW and Australia and opportunities exist for encouraging cycling as a viable method of transport in the Upper Lachlan Shire.

Table 3. Cycling for transport

| Upper Lachlan LGA | | Regional NSW | | Australia | |
|-------------------|------|--------------|------|-----------|------|
| 2006 | 2011 | 2006 | 2011 | 2006 | 2011 |
| 0.7 | 0.3 | 0.8 | 0.7 | 1.0 | 1.0 |

¹ Anywhere in NSW, excluding the Sydney metropolitan area

Bicycle ownership

The number of bicycles per household in regional NSW tells a similar story to cycling participation comparisons. Roughly 29% of respondents have access to three or more working bicycles, much higher than NSW and Australia.

Table 4. Bicycle ownership

| Number of bicycles per household | Regional NSW | NSW | Aust |
|----------------------------------|--------------|-----|------|
| none | 43% | 50% | 46% |
| one | 16% | 15% | 16% |
| two | 11% | 12% | 15% |
| three or more | 29% | 23% | 24% |

Why should Council invest in walking and cycling?

While walking and cycling trends at a National, State and Regional level indicate a decrease in participation, (or remain steady) it is evident that at a local level there is great interest in walking and cycling for exercise, recreation and transport.

Council currently has over 17km of pathways within the Shire, including 15km of footpaths and 2km of shared paths with an approximate asset value of \$1.631 Million.

Due to the age and quality of the existing network, many residents have indicated that they would walk and cycle more often given a range of improvements, including:

- ☐ More footpaths and shared paths
- ☐ Direct links to key destinations
- ☐ Improved path maintenance
- ☐ Wider road shoulders for cycling
- ☐ Safer transition from road to path
- ☐ Improved accessibility for older residents and those with mobility issues.

Participation barriers are summarised on the following page, with the community engagement outcomes outlined in Section 4.0 of this Plan.

3.3 Participation barriers

Cycling

Understanding why people choose not to cycle for recreation or transportation purposes helps Council and other organisations to develop strategies and programs to eliminate and overcome the perceived barriers.

Safety

The perception that our roads are too dangerous is a major barrier to cycling. Research has found that 'visibility' is a major contributor to crashes involving a bicycle. This includes both bicycle riders not being seen by a driver at all or in time, or by vehicles not being seen by the bicycle rider at all or on time.¹

Negative image of cyclists

There is no debating that there is an ongoing dispute between cyclists, particularly road cyclists, and motor vehicle drivers about who has the right to the road. Many motor vehicle drivers, some of which are recreation or commuter cyclists themselves, believe that cars and cyclists do not mix on the road, especially during peak traffic times.

Boredom, lack of motivation

Some non-cyclists find cycling boring or feel that there is nothing interesting to look at or worth cycling to in their area. This is especially true for recreation cyclists. Rural cyclists often reported that they would cycle more if they lived in a city like Melbourne or Sydney, where there are numerous places of interest to visit and a variety of routes to key destinations, unlike rural towns, where the number of destinations and routes are limited.²

Infrastructure

A lack of cycling infrastructure, particularly off-road cycle paths, is a major barrier to cycling. On-road bike lanes often do not provide the type of protection for cyclists that they were intended to. Intersections and especially roundabouts pose problems for cyclists in urban areas. Infrastructure such as night lighting, benches, water bubblers and distance indicators are simple supportive embellishments that can make a ride more comfortable and enjoyable for cyclists.

Weather and seasonal considerations

In winter, it is often dark in the morning and evenings when people ride between work and home, which can impact upon their decision to ride or not. Additionally, the weather can play a large role in people's preference to ride, with hot summers and periods of rain impacting a riders' level of comfort and subsequent travel mode preferences.

Convenience

The journey to and from work for many people often involves a number of stops at different destinations. The convenience of the private motor vehicle is hard to overlook when choosing between the car or bicycle as the preferred mode of transportation for a trip.

End-of-trip facilities

Many workplaces continue not to have comfortable end-of-trip facilities, such as showers, ironing facilities, changing areas, lockers and/or secure bicycle storage areas. The absence of these types of facilities, especially private showers and change areas, is a common reason for people, particularly women, choosing not to cycle to work or other destinations.

¹ Cycling Safety Action Plan 2014-2016

² Victorian Department of Transport (Walking and Cycling Branch) 2009, Encouraging Walking and Cycling Focus Group (Final Report)



4.0 Community engagement summary

Community engagement

A comprehensive community engagement strategy was adopted during the development of the Plan to gain an understanding of walking and cycling within the Upper Lachlan Shire community. Community and stakeholder engagement has underpinned the development of this Plan.

A range of tools were used to engage target groups, stakeholders and the general community, ensuring all interested people had an opportunity to comment during the development of the Plan.

Engagement with the general community and stakeholders involved the following key methods:

1. Community and stakeholder workshops
 - Crookwell
 - Gunning
2. Community and stakeholder survey online and hard copy surveys
 - Council received 98 community surveys.
3. Upper Lachlan Access Committee meetings
4. Interviews with schools (primary and secondary schools) and young people.

Key issues - walking

Below is a summary of the key issues related to pedestrians and walking that arose from the community engagement process.

Path surface and maintenance

A consistent issue raised across the Upper Lachlan Shire was the quality of the existing path surfaces. Issues raised include uneven surfaces, cracked and lifting path sections and trip hazards.

Maintenance was also raised as a common issue, with respondents listing a lack of maintenance on the existing path network.

Number of footpaths

Across the Shire, a lack of footpaths linking key destinations was highlighted as a key issue. Areas with shops, sporting facilities and schools were the main areas raised as requiring footpath linkages.

This was particularly raised by residents from Collector, who current have no paths.

Accessibility of shops

In the areas of Crookwell, Taralga and Gunning, residents are concerned with the difficulty in accessing shops and services within the main street. There are currently three main issues associated with access to shops; the large step up from the road to the footpath; the steps into individual shops, with very limited number of shops with a ramp; and narrow doorways often preventing those with mobility devices and prams from entering.

It needs to be noted that access into businesses including steps and ramps are the responsibility of the individual shop owner and do not form part of this plan.

Provision of lighting

The lack of path lighting was identified as a barrier to walking in Crookwell, Gunning and Collector.

Kerb ramps

There is a mismatch between the provision of kerb ramps and disabled car parking spaces within the main retail precinct of some towns. Additionally, the kerb ramp is often located in the wrong spot i.e. behind where the vehicle is parked, resulting in the ramp not being usable by those who need it.

Across the Shire, there is an inconsistent provision of kerb ramps on existing paths, with some non-compliant and some non-existent.

Road width and condition

In Collector where there are no existing paths, the narrow roads and steep road-side drains create an issue for residents (especially school children) as they are forced to walk on the roads.

Road crossing points

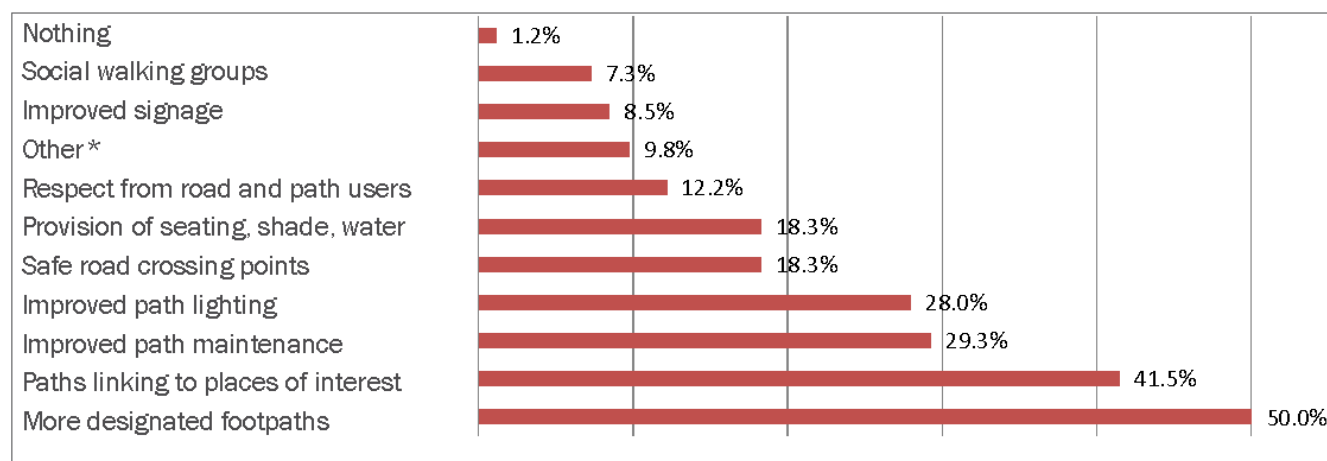
Concerns were raised about the safety of crossing the street, with limited designated crossing points within the Shire.



Improvements that would encourage the community to walk more often

In addition to the key issues raised by respondents in the survey, residents were asked what improvements would encourage them to walk more often. The results are shown in the table below.

Table 5. Improvements that would encourage walking



Examples of Other* include:

- ☐ Improved road and kerb maintenance
- ☐ Wider streets
- ☐ Reduced speed limits within villages
- ☐ Install enclosed road-side drainage to increase the amount of flat, walkable surfaces.

Key issues - cycling

Below is a summary of the key issues related to cycling that arose from the community engagement process.

Designated area for families to ride

It was identified by the community that they would like to see designated paths and areas for families to ride their bikes together in a safe, off-road environment. This includes areas for young riders to develop their skills, as well as a network of off-road shared paths or circuit without the pressures of vehicles.

Number of shared paths or cycle paths

There are few paths within the Shire that allow for cyclists; either shared paths or specific cycle paths.

Under New South Wales road rules, children under 12 years of age can ride on a footpath, as well as an adult supervising a cyclist under 12.

Bicycle parking

Residents identified the need for the provision of bicycle parking such as bicycle racks in key locations. Main street's and retail precincts, as well as sporting facilities were raised as requiring bicycle storage.

Shared paths connecting key destinations

A common issue identified was the lack of paths that connect key destinations within a number of towns. Common destinations include schools, shops and main streets and sporting facilities.

Road condition, verge width and vehicle speed

Survey respondents noted that the poor condition of many roads (between towns) as well as the high speed of vehicles makes it unsafe for cyclists to ride on the road.

Subsequently, the limited road verge as well as the condition of the road verge prohibits cyclists from riding within the road shoulder. Riders are then forced to ride on the road.

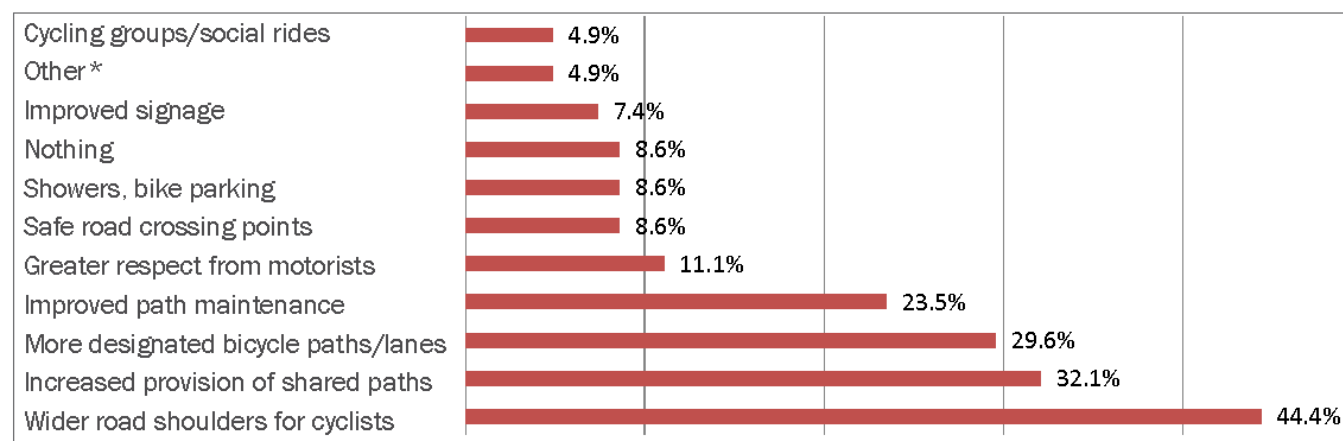
Signage and promotion

Signage providing information to local residents and visitors on where to ride was identified as a gap in the existing bicycle network.

Improvements that would encourage the community to take up or cycle more often

In addition to the key issues raised by respondents in the survey, residents were asked what improvements would encourage them to take up cycling or cycle more often. The results are shown in the table below.

Table 6. Improvements that would encourage cycling



Examples of Other* include:

- ☐ Improved road maintenance
- ☐ Improved road lighting.



5.0 Analysis of the existing situation

A detailed walking and cycling environment audit process was undertaken in the development of the Plan. The outcomes of the audit have shown a range of needs for the network. Three major areas needing improvement have been identified, and these translate into three key outcome areas for the Plan:

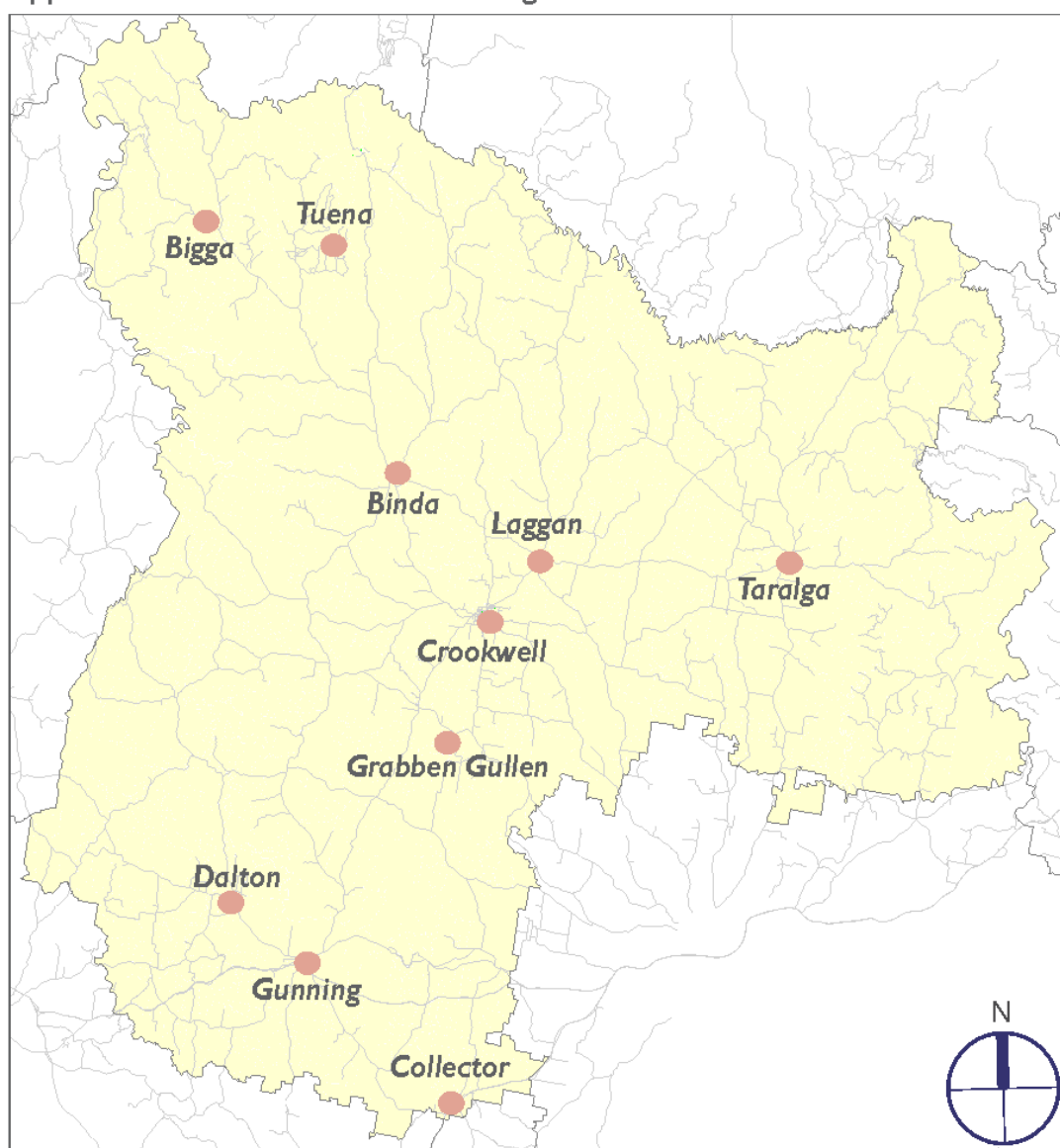
- ☐ Pathway maintenance, improvements and new infrastructure - Plan, deliver and maintain a well-connected pedestrian and cycle network
- ☐ Supporting Facilities - Provide supporting facilities including signage, line marking, lighting and the provision of end-of-trip facilities
- ☐ Behaviour Change Program - Encourage and promote the benefits of walking and cycling.

The outcome areas are described in more detail within the following sections.

The analysis of the existing walking and cycling networks, as well as future networks are provided in the following order:

- ☐ Bigga
- ☐ Binda
- ☐ Collector
- ☐ Crookwell
- ☐ Dalton
- ☐ Grabben Gullen
- ☐ Gunning
- ☐ Laggan
- ☐ Taralga
- ☐ Tuena.

Upper Lachlan Shire Council Area - Villages



Walking and cycling user groups

Walking and cycling can be types of active transport as well as recreation and physical activity that can be enjoyed and participated in by all ages and abilities. The reasons why participants choose to walk and cycle varies among types of users, as does the needs of each user group.

Each group has their own characteristics and requirements. Identifying the different types of users, allows Council to plan their pedestrian and cycle network accordingly and ensure the network meets the needs of more than one type of user.

The main groups of pedestrians and cyclists (or user groups) in Upper Lachlan can be categorised as follows:

Table 7. Walking and cycling user groups

| Type of user | Characteristics | Environment |
|-------------------------------------|--|--|
| Primary school children | Cognitive skills may not be fully developed, little knowledge of road rules, require supervision | Off-road shared path or footpath, very low volume residential street |
| Secondary school children | Skill level varies, developing confidence | Generally use on-road facilities for cycling or off-road footpaths and shared paths for walking where available |
| Recreation | Experience, age and skills vary greatly | Desire off-road footpaths or shared paths and quiet streets, avoid heavily trafficked routes, more experienced cyclists will prefer to use road system for long journeys |
| Commuter | Vary in ages and fitness, come highly skilled and able to handle a variety of traffic conditions | Some commuter walkers and cyclists prefer paths or low-stress roads and are willing to take longer to get to destination. Others (mostly commuter cyclists) want quick trips regardless of traffic conditions, primarily require space to ride and smooth riding surface, speed maintenance |
| Non-cyclists and potential cyclists | Do not currently ride, however have the potential to with effective encouragement | This group would generally begin with off-road shared paths, footpaths (where permitted), very low volume residential streets or learn-to-ride circuits (where available) |
| Utility | Walk or ride for specific purpose (i.e. shopping), short length trips, routes unpredictable | Not on highly trafficked roads, needs include comprehensive end-of-trip facilities and low-stress routes |
| Touring (cyclists) | Long distance journeys, may be heavily equipped, some travelling in groups | Often route is similar to that of other tourists i.e. roads and long distance paths |
| Road/sport cyclists | Often in groups, two abreast occupying left lane, needs are similar to commuters | Travel long distances in training on arterials, may include challenging terrain in outer urban or rural areas. Generally do not use off-road routes because of high speed and conflict with other users |
| Mobility impaired | Mobility scooter, wheelchair, walking stick or frame, vision impairment, prams | Requires a direct-route to key services and destinations via an off-road shared path or footpath, very low volume residential street. Requires smooth surfaces, good lighting and each access from the path to the street (i.e. compliant kerb ramps). End-of-trip facilities such as seating are important. |

The needs of each of the identified user groups have been considered in the walking and cycling audit for each town and village.

The identified needs and subsequent projects recommended for each town and village have been prioritised against projects across the Shire and are documented in section 6.0 of this report.

5.1 Bigga's existing walking and cycling network

Current situation

Bigga had a total population of 296 people in 2011, with a median age of 49. Approximately 4.7% of the population are aged 19 and under, with 24.5% aged 65 and over.

The average motor vehicle per dwelling is 2.1, with 70.2% of households having 2 or more vehicles.

It's reported that 44.1% of Bigga's population travel to work by car, truck or motorbike/scooter, with 8.2% walking to work.

The key destinations for pedestrians and cyclists in Bigga include:

- ☐ Bigga Memorial Park
- ☐ Bigga War Memorial Hall
- ☐ Bigga Uniting Church
- ☐ Hotel, Post Office and local store
- ☐ Bigga Public School
- ☐ Bigga Oval, Recreation Ground and Golf Course
- ☐ Police station.

Bigga currently has limited footpaths, with the asphalt hardstand areas outside of the shops on Binda Street providing the only formal surface for walking. The asphalt is in need of maintenance and repair.

The Bigga Public School and recreation grounds are on the outskirts of the town centre, with no formal route for pedestrians and cyclists.

The town centre has a condensed footprint that provides an opportunity for future connection of key destinations by pathways.

Upper Lachlan Shire Council Area



Existing asphalt path along Binda Street, Bigga

Map 1. Bigga's current situation



Legend

- Local Store
 - Post Office
 - Hotel
 - Public Toilet
 - Historical Museum/Monument
 - Community Hall
 - Park and Recreation Grounds
 - Education/Child Care
 - Aged Care/Retirement
 - Upper Lachlan Shire Council Offices
 - Cemetery
 - Hospital
 - Church
 - RFS/SES/Police/Fire Station
 - Existing Shared Path
 - Existing Footpath
 - Existing Recreation Pathway
- ① Bigga Memorial Park
 - ② Bigga Public School
 - ③ Bigga Recreation Ground
 - ④ Bigga Oval
 - ⑤ Bigga Golf Course

5.1.1 Bigga's future walking and cycling network

The proposed future walking and cycling network for Bigga is focussed on improving the connections between key destinations and the main street (Binda Street). These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 8. Bigga's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|--------------------|--------------------------|------------------|---|
| BIG01 | Footpath - Upgrade | Binda Street | Resurface the existing asphalt path on Binda Street from Mulgowrie Street to the existing concrete path on the Western side of Bigga Memorial Park. |
| BIG02 | Footpath - New | Binda Street | Construct a new concrete footpath on Binda Street from the existing concrete section on the Western side of Bigga Memorial Park to Picker Street. |
| BIG03 | Recreation Pathway - New | Grabine Road | Construct an off-road recreational pathway within the road reserve on Grabine Road, from Picker Street to the Binda Public School. Pathway to be constructed of de-constructed granite (or similar) to allow pedestrians and cyclist to access the school. |
| BIG04 | Recreation Pathway - New | Mulgowrie Street | Construct an off-road recreational pathway within the road reserve on Mulgowrie Street, from Binda Street to Tuena Street and the Bigga Recreation Ground. Pathway to be constructed of de-constructed granite (or similar) to allow pedestrians and cyclist to access the Recreation Ground, Oval and Golf Course. |
| BIG05 (not mapped) | Historical Trail - New | TBD | Develop an interpretive trail highlighting the historic places of interest in Bigga, utilising signage and place markers. Route and specific places of interest to be determined. |

Map 2. Bigga's proposed walking and cycling network

**Legend**

- | | | | |
|--|-------------------------------------|--|-------------------------------|
| ● | Local Store | — | Existing Shared Path |
| ● | Post Office | ... | Proposed Shared Path |
| ● | Hotel | — | Existing Footpath |
| ● | Public Toilet | ... | Proposed Footpath |
| ● | Historical Museum/Monument | — | Existing Recreation Pathway |
| ■ | Community Hall | ... | Proposed Recreation Pathway |
| ■ | Park and Recreation Grounds | ○ | Proposed pedestrian treatment |
| ■ | Education/Child Care | | |
| ■ | Aged Care/Retirement | | |
| ■ | Upper Lachlan Shire Council Offices | | |
| ■ | Cemetery | | |
| ■ | Hospital | | |
| ■ | Church | | |
| ■ | RFS/SES/ Police/Fire Station | | |

5.2 Binda's existing walking and cycling network

Current situation

Binda had a total population of 211 people in 2011, with a median age of 50. Approximately 19.8% of the Binda population are aged 19 and under, with 22.5% aged 65 and over.

The average motor vehicle per dwelling is 2, with 74.8% of households having 2 or more vehicles.

It is reported that 60.0% of Binda's population travel to work by car, truck or motorbike/scooter, whilst 3.3% of the population walked to work.

The key destinations for pedestrians and cyclists in Binda include:

- ☐ Tennis Courts and playground
- ☐ Sports Ground
- ☐ St James Anglican Church
- ☐ Binda Public School
- ☐ Binda Memorial Hall
- ☐ Post Office, Hotel and local store
- ☐ Public toilets
- ☐ Rose Cottage
- ☐ Binda Mill.

Binda's current provision of pathways is limited to the pathway that connects the public toilet to the car parking area on Queen Street.

Binda Road and Junction Point Road connect to the heart of Binda on Queens Street. The speed of the vehicles on these busy roads can provide a safety issue for pedestrians wishing to access the shops and services on either side of Queen Street.

The Binda Public School and Church are on the outskirts of the town centre, with no formal route for pedestrians and cyclists.

The town centre has a condensed footprint that provides an opportunity for future connection of key destinations for pedestrians and cyclists.

Upper Lachlan Shire Council Area



The Post Office and local store on Queen Street, Binda.



Binda's existing footpath provides access to the public toilet

Map 3. Binda's current situation

**Legend**

- Local Store
- Post Office
- Hotel
- Public Toilet
- Historical Museum/Monument
- Community Hall
- Park and Recreation Grounds
- Education/Child Care
- Aged Care/Retirement
- Upper Lachlan Shire Council Offices
- Cemetery
- Hospital
- Church
- RFS/SES/Police/Fire Station
- Existing Shared Path
- Existing Footpath
- Existing Recreation Pathway
- ① Tennis Courts and playground
- ② Binda Sports Ground
- ③ Binda Public School

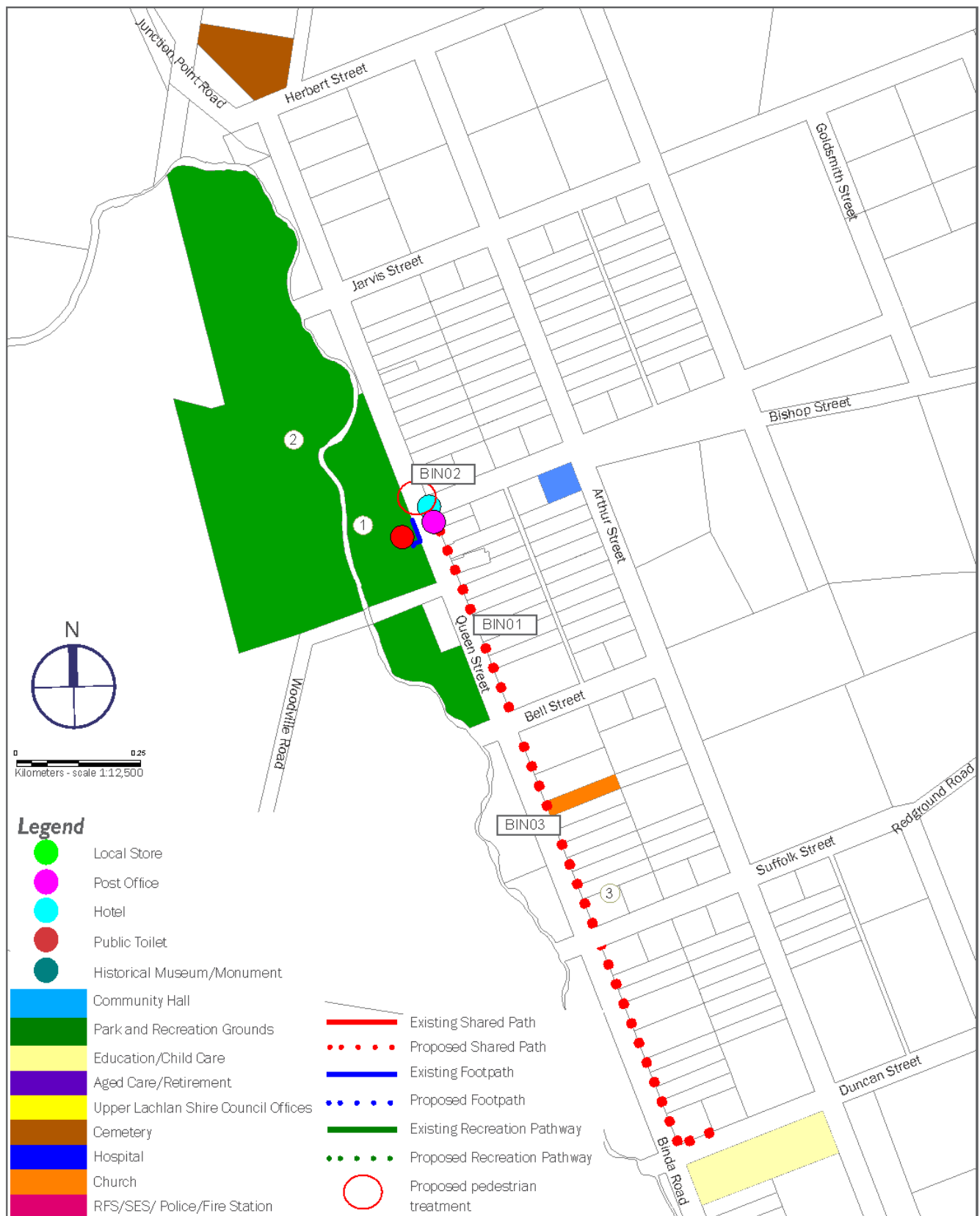
5.2.1 Binda's future walking and cycling network

The proposed future walking and cycling network for Binda is focussed on improving the connections between key destinations and the main street (Queen Street), as well as providing a safer crossing point for pedestrians on Queen Street. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 9. Binda's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|--------------------|-------------------------|--------------|--|
| BIN01 | Shared Path - New | Queen Street | Construct a new shared path on the Eastern side of Queen Street from Bishop Street to Bell Street. |
| BIN02 | Pedestrian Refuge - New | Queen Street | Construct a new pedestrian refuge on Queen Street South of the Bishop Street intersection, to provide pedestrians with access to both sides of Queen Street. Signage and road markings to be installed to advise motorists on approach (both North and South). This project will be subject to RMS approval. |
| BIN03 | Shared Path - New | Queen Street | Construct a new shared path on the Eastern side of Queen Street from Bell Street to Duncan Street and the entrance of the school. |
| BIN04 (not mapped) | Historical Trail - New | TBD | Develop an interpretive trail highlighting the historic places of interest in Binda, utilising signage and place markers. Route and specific places of interest to be determined. |

Map 4. Binda's proposed walking and cycling network



5.3 Collector's existing walking and cycling network

Current situation

Collector had a total population of 403 people in 2011, with a median age of 38. Approximately 27.9% of Collector's population are aged 19 and under, with 9.3% aged 65 and over.

The average ownership of motor vehicles per dwelling is 2.2, with 76.7% of households having 2 or more vehicles.

It is reported that 69.8% of Collector residents travel to work by car, truck or motorbike/scooter, with 5.5% walking to work.

The key destinations for pedestrians and cyclists in Collector include:

- ☐ Collector Memorial Hall
- ☐ Church
- ☐ Hotel, Post Office and local store/Cafe
- ☐ Collector Public School
- ☐ Collector Recreation Ground
- ☐ Historical monuments.

Collector currently has no footpaths. The town has narrow roads with little-to-no road verge and deep open road-side channels for drainage.

Collector has a low median age (compared to Upper Lachlan Shire median of 46) and a low proportion of those aged over 65 (compared to the Upper Lachlan Shire at 21.1%).

The street lighting at Collector is patchy in its provision and requires some maintenance.

The school is currently without a formal drop-off and pick-up area and has no identified crossing point for children and their parents.

Collector has a lack of seating and rest spots for pedestrians and cyclists.

Upper Lachlan Shire Council Area

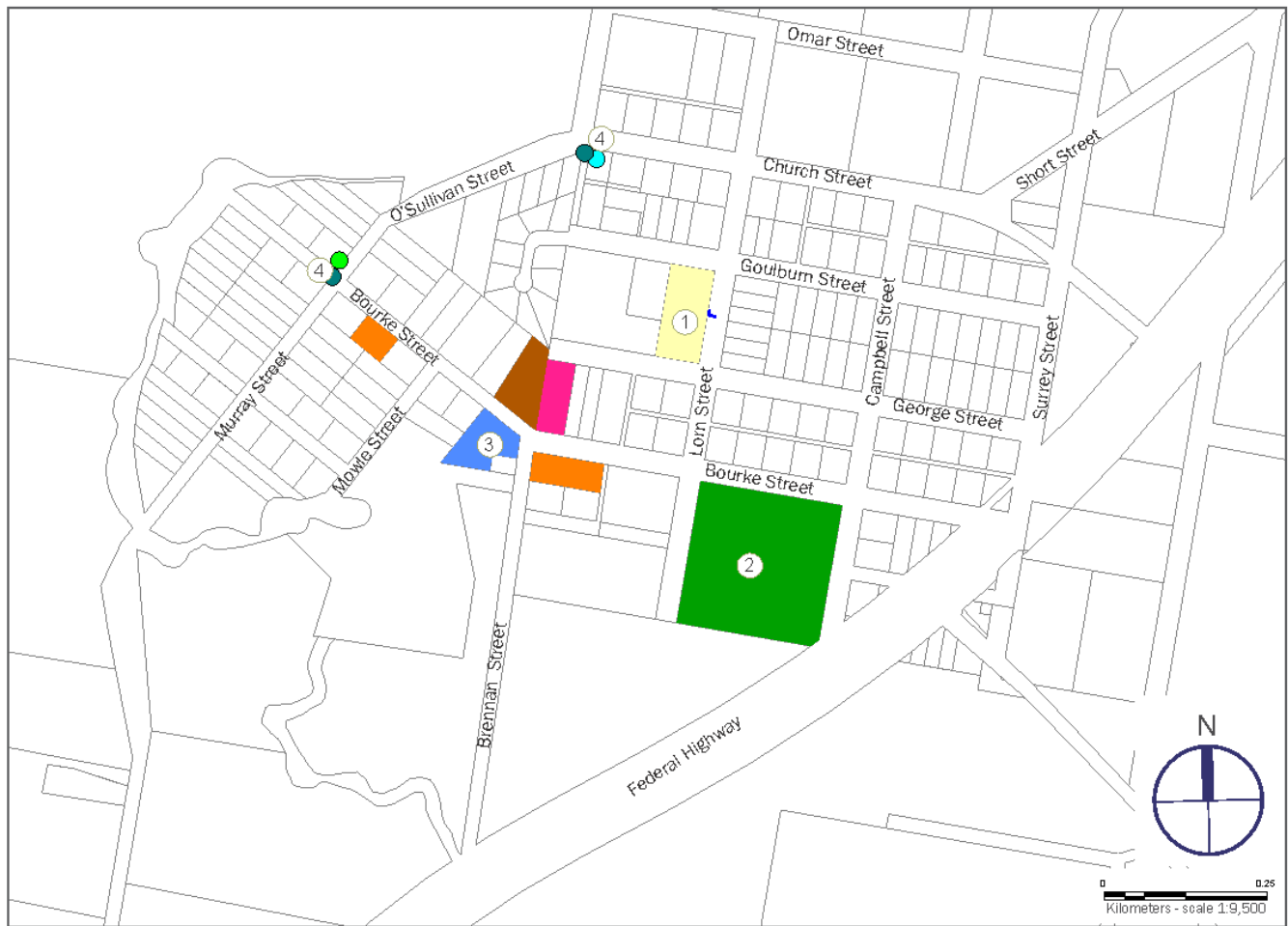


Collector Public School



One of Collector's Historical Monuments

Map 5. Collector's current situation



Legend

- Local Store
 - Post Office
 - Hotel
 - Public Toilet
 - Historical Museum/Monument
 - Community Hall
 - Park and Recreation Grounds
 - Education/Child Care
 - Aged Care/Retirement
 - Upper Lachlan Shire Council Offices
 - Cemetery
 - Hospital
 - Church
 - RFS/SES/ Police/Fire Station
 - Existing Shared Path
 - Existing Footpath
 - Existing Recreation Pathway
- ① Collector Public School
 - ② Collector Recreation Ground
 - ③ Collector Memorial Hall
 - ④ Historical monuments

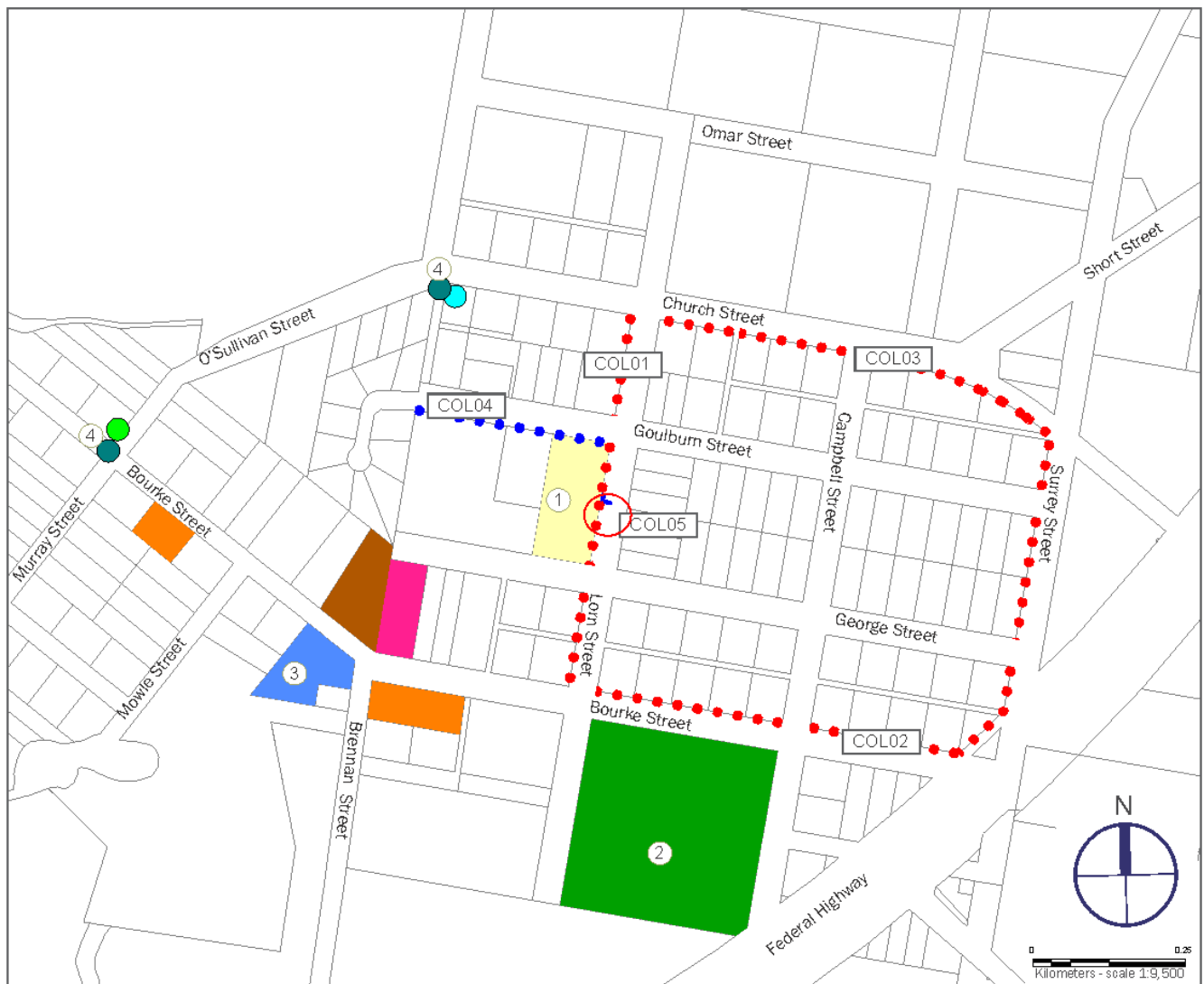
5.3.1 Collector's future walking and cycling network

The proposed future walking and cycling network for Collector is focussed on improving the connections between key destinations including the School. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 10. Collector's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|--------------------|---------------------------------------|---------------------------------|---|
| COL01 | Shared Path - New | Lorn Street | Construct a new shared path on the Western side of Lorn Street from Church Street to Bourke Street. |
| COL02 | Shared Path - New | Bourke Street and Surrey Street | Construct a new shared path on Bourke Street from Lorn Street to Surrey Street, and Surrey Street from Bourke Street to Church Street (utilising the small section of unformed road on Surrey Street). |
| COL03 | Shared Path - New | Church Street | Construct a new shared path on Church Street from Surrey Street to Lorn Street. COL01, COL02 and COL03 will create a town circuit for pedestrians and cyclists. |
| COL04 | Footpath - New | Goulburn Street | Construct a new footpath on Goulburn Street, from Lorn Street to provide access to both the school and the proposed shared path circuit. |
| COL05 | School drop-off and pick-up bay - New | Lorn Street | Design and construct a formal drop-off and pick-up bay at the Collector School to allow the safe access of children to the school. Develop in partnership with the Collector School (and/or the NSW Department of Education). |
| COL06 (not mapped) | Historical Trail - New | TBD | Develop an interpretive trail highlighting the historic places of interest in Collector, utilising signage and place markers. Route and specific places of interest to be determined. |

Map 6. Collector's proposed walking and cycling network

**Legend**

- | | |
|---|--|
| ● Local Store | — Existing Shared Path |
| ● Post Office | ... Proposed Shared Path |
| ● Hotel | — Existing Footpath |
| ● Public Toilet | ... Proposed Footpath |
| ● Historical Museum/Monument | — Existing Recreation Pathway |
| ■ Community Hall | ... Proposed Recreation Pathway |
| ■ Park and Recreation Grounds | ○ Proposed pedestrian treatment |
| ■ Education/Child Care | |
| ■ Aged Care/Retirement | |
| ■ Upper Lachlan Shire Council Offices | |
| ■ Cemetery | |
| ■ Hospital | |
| ■ Church | |
| ■ RFS/SES/ Police/Fire Station | |

5.4 Crookwell's existing walking and cycling network

Current situation

Crookwell had a total population of 2,507 people in 2011, with a median age of 48. Approximately 23.6% of its population is aged 19 and under, with 26.1% aged 65 and over.

The average motor vehicle ownership per dwelling is 1.9, with 58.9% of households having 2 or more vehicles.

It is reported that 73.3% travel to work by car, truck or motorbike/scooter, with 4.9% walking to work and 0.5% catching a bus.

The key destinations for pedestrians and cyclists in Crookwell include:

- ☐ The retail and service precinct on Goulburn Street
- ☐ Crookwell Public School
- ☐ Crookwell High School
- ☐ St Mary's Primary School
- ☐ Crookwell Memorial Park and Oval
- ☐ Crookwell Memorial Hall
- ☐ Crookwell Showground
- ☐ Willis Park Dog Off Leash Area
- ☐ Golf Course
- ☐ Clifton Park Skate Ramp
- ☐ Lin Cooper Recreation Area
- ☐ Kiamma Park and Creek
- ☐ Coleman Park and Swimming Pool (Pat Cullen Reserve)
- ☐ Cemetery
- ☐ Preschools
- ☐ Churches
- ☐ Police station
- ☐ Upper Lachlan Shire Council Office
- ☐ Crookwell Hospital.

Upper Lachlan Shire Council Area



Crookwell has a good network of footpaths providing access to a number of key destinations. The footpath network is ageing however, with a number of sections in need of maintenance and upgrade.

There are a number of missing links in the network and lack of lighting is an issue in some sections.

There is an opportunity to develop a suite of directional signage to promote the existing and proposed pathway network to both residents and visitors.

Accessibility of the footpath from the road is an issue, as is the access to the majority of retail stores for residents with limited mobility due to steps and narrow doorways.

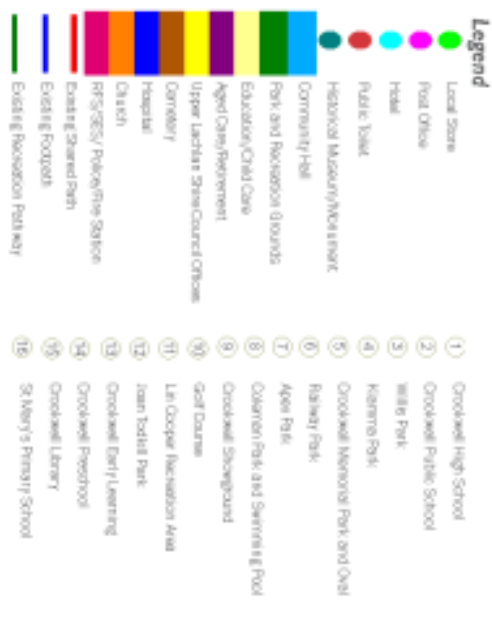
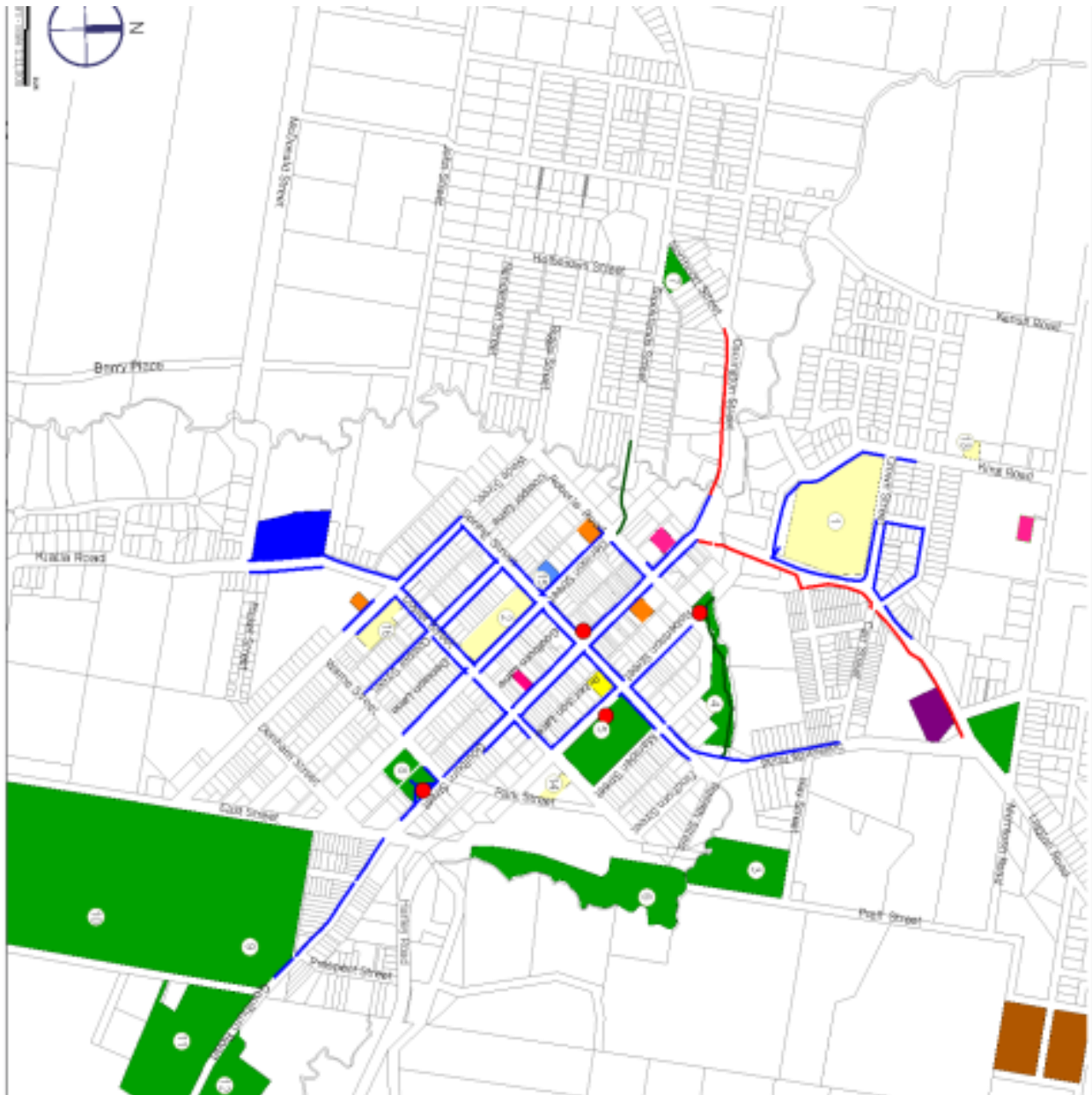


Crookwell pedestrian crossing, Goulburn Street



Kiamma Creek boardwalk

op 7. Crookwell's current situation



5.4.1 Crookwell's future walking and cycling network

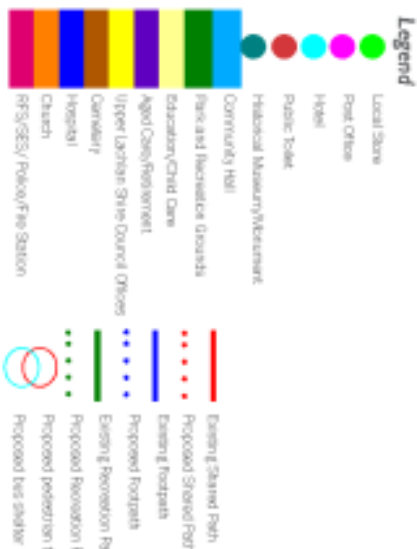
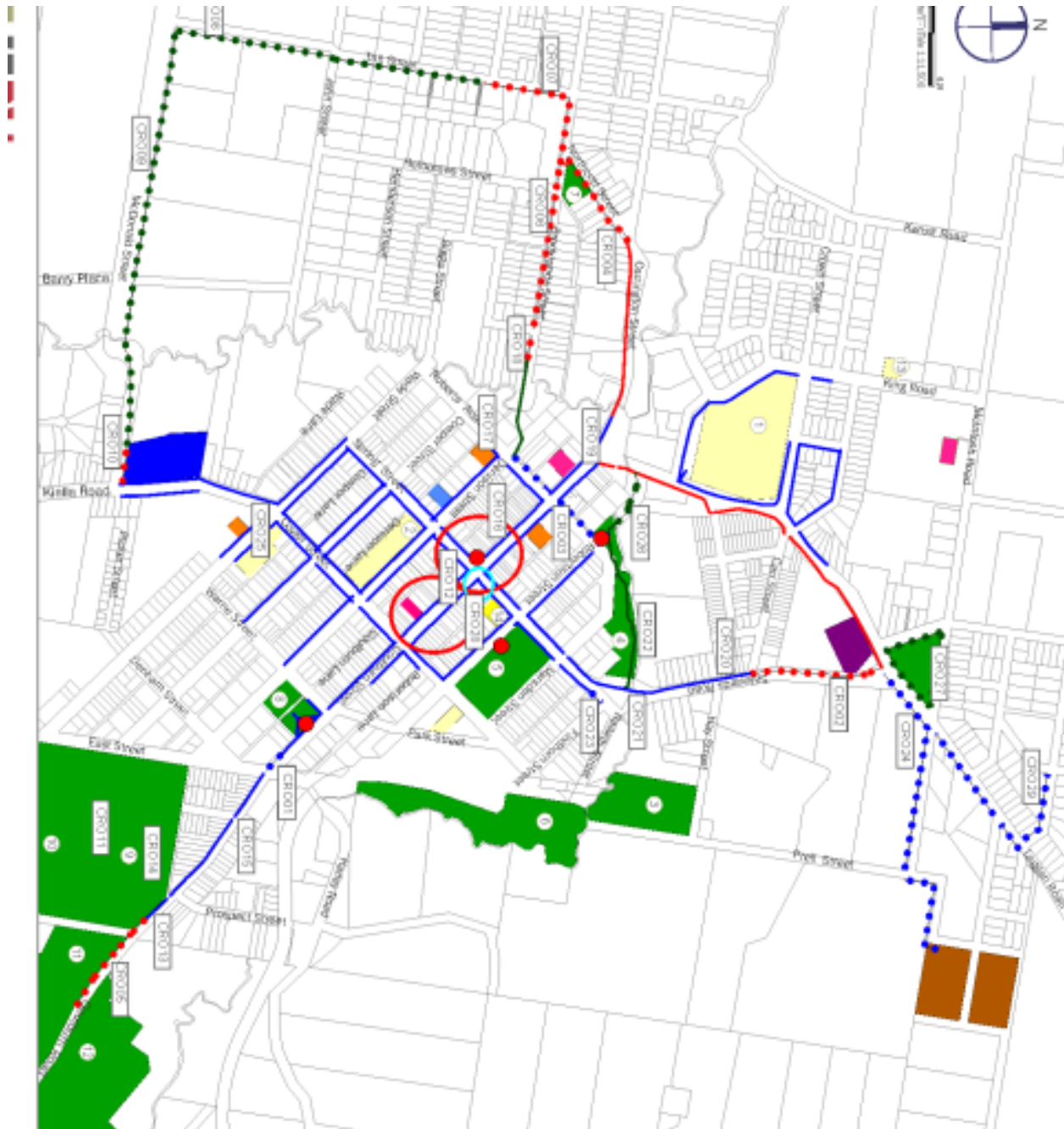
The proposed future walking and cycling network for Crookwell is focussed on improving the connections between key destinations and creating a safe environment for pedestrians and cyclists. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Crookwell's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|-----------|------------------------------|--|--|
| CRO01 | Footpath - New | Goulburn Street | Develop a new section of concrete footpath on Goulburn Street between East Street and Warne Lane to provide a continuous pedestrian link. |
| CRO02 | Shared Path - New | Saleyards Road | Develop a new concrete shared path on Saleyards Road from Laggan Road to the existing footpath on Saleyards Road to provide a continuous pedestrian link into Crookwell. |
| CRO03 | Footpath - New | Roberts Road | Develop a new concrete footpath on Roberts Road - from Goulburn Street to Robertson Street, and from Goulburn Street to Denison Street. This footpath will provide a missing connection in the existing network. |
| CRO04 | Shared Path - New | Northcott Street | Develop a new concrete shared path on Northcott Street starting from the existing shared path on Carrington Street to Apex Park and then to the corner of Brooklands Street. <i>This recommendation is a carryover from Council's 2005 PAMP.</i> |
| CRO05 | Shared Path - New | Goulburn Street | Develop a new concrete shared path on Goulburn Street from the entrance of Lin Cooper Recreation Reserve, to the existing footpath at the entrance to the showgrounds. |
| CRO06 | Shared Path - New | Denison and Brooklands Streets | Develop a new de-constructed granite shared path from the existing recreational pathway across the Crookwell River, to Brooklands Street and the corner of Northcott Street. |
| CRO07 | Shared Path - New | Brooklands and Tait Street | Develop a new concrete shared path on Brooklands Street from Holborow Street, and on Tait Street to Allamabie Place. |
| CRO08 | Recreational Path - New | Tait Street | Develop a new deconstructed granite recreational path on Tait Street from Allamabie Place to McDonald Street. |
| CRO09 | Recreational Path - New | McDonald Street | Develop a new deconstructed granite recreational path on McDonald Street from Tait Street to the rear entrance to Crookwell Hospital. |
| CRO10 | Shared Path - New | McDonald Street | Develop a new shared path on McDonald Street from the rear entrance to the Crookwell Hospital to Kialla Road. |
| CRO011 | Learn-to-Ride Facility - New | Crookwell Showgrounds or other suitable location | Investigate the feasibility of developing a children's learn-to-ride facility within the Crookwell Showgrounds or other relevant location. Facility to include a cycling track with miniature road signage and obstacles for children to develop their cycling skills in a safe environment. |
| CRO12 | Kerb Ramp - New | Goulburn Street | Develop a number of kerb ramps along the retail precinct on Goulburn Street to enhance accessibility from the road to the footpath. |
| CRO13 | Footpath - Upgrade | Goulburn Street | Replace path surface with concrete from the entrance of the showground, to Showground Lane. |
| CRO14 | Kerb Ramp - Upgrade | Goulburn Street | Upgrade the existing kerb ramp to compliant grade on Goulburn Street at the intersection of Showground Lane. |
| CRO15 | Kerb Ramp - Upgrade | Goulburn Street | Upgrade the existing kerb ramp to compliant grade on Goulburn Street at the intersection with Pleasant Street. |
| CRO16 | Kerb Ramp - New | Denison Street | Install two new kerb ramps on the corners of Denison and Roberts Streets. |
| CRO17 | Signage - New | Roberts Street | Install new promotional signage on Roberts Street at the intersection of Denison Street, advising of the path and bridge to Brooklands Street. |

| Reference | Project Type | Road Name | Details |
|-----------|----------------------------|---------------------------------|--|
| CRO18 | Signage - New | Brooklands Street | Install new promotional signage on Brooklands Street at the intersection of Short Street, advising of the path and bridge leading to Roberts Street. |
| CRO19 | Footpath - Upgrade | Goulburn and Carrington Streets | Replace the existing footpath as it is too narrow, too close to the road, and in poor condition. Install railing or bollards on new path for pedestrian safety. |
| CRO20 | Footpath - Upgrade | Saleyards Road | Widen the existing footpath to shared path standards from Carr Street to Marsden Street. These works are currently scheduled for 2018/2019. |
| CRO21 | Signage - New | Spring Street | Install new information signage at the entrance to the Kiamma Creek Boardwalk (Pat Cullen Reserve) at the entrance on Sprint Street. |
| CRO22 | Boardwalk - Upgrade | Pat Cullen Reserve | Repair (or replace) the timber boardwalk including the edge-rails, and widen. These works are currently funded within the 2016/2017 financial year. |
| CRO23 | Footpath - New | Spring Street | Extend the existing footpath on Spring Street to Findhorn Street. |
| CRO24 | Pedestrian Refuge - New | Laggan Road | Install a pedestrian refuge with associated motorist and pedestrian signage to Clifton Park. |
| CRO25 | Kerb Ramp - New | Kialla Road | Install a new kerb ramp on Kialla Road at the intersection of Wade Street. |
| CRO26 | Recreational Pathway - New | Pat Cullen Reserve | Develop a new deconstructed granite recreational path from the end of the existing path at the Kiamma Creek Footbridge, on the Western side of Pat Cullen Reserve, to Laggan Road. |
| CRO27 | Recreational Pathway - New | Clifton Park | Develop a new deconstructed granite recreational path around the extent of Clifton Park. |
| CRO28 | Bus Shelter - New | Spring Street | Install a new bus shelter on the corner of Spring Street and Goulburn Road adjacent to the existing car park. |
| CRO29 | Footpath - New | Laggan Road | Develop a new concrete footpath on Laggan Road - from McIntosh Road to Gordon Road, and from Gordon Road to Soudan Road. |

8. Crookwell proposed walking and cycling network



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5.5 Dalton's existing walking and cycling network

Current situation

Dalton had a total population of 108 people in 2011, with a median age of 35. Approximately 22.3% are aged 19 and under, with 16.7% 65 and over.

Average motor vehicle per dwelling is 1.9, with 71.8% of households having 2 or more vehicles. 68.4% travel to work by car, truck or motorbike/scooter. No one reportedly walked to work.

Within the town of Dalton, the key destinations for pedestrians and cyclists include:

- ☐ Dalton Public School
- ☐ Dalton Uniting Church
- ☐ St Matthews Anglican Church
- ☐ Hotel
- ☐ Post Office
- ☐ Historical Monument
- ☐ Dalton Recreation Ground
- ☐ Fossil Park.

Dalton currently has limited footpaths, with the main street providing small sections of concrete path. Sections exist in front of the Post Office and hotel.

The Dalton Primary School is not connected to the main street.

Upper Lachlan Shire Council Area



Gunning Street, Dalton



Dalton Post Office, Gunning Street

Map 9. Dalton's current situation



Legend

- Local Store
 - Post Office
 - Hotel
 - Public Toilet
 - Historical Museum/Monument
 - Community Hall
 - Park and Recreation Grounds
 - Education/Child Care
 - Aged Care/Retirement
 - Upper Lachlan Shire Council Offices
 - Cemetery
 - Hospital
 - Church
 - RFS/SES/ Police/Fire Station
 - Existing Shared Path
 - Existing Footpath
 - Existing Recreation Pathway
- ① Dalton Public School
- ② Dalton Recreation Ground

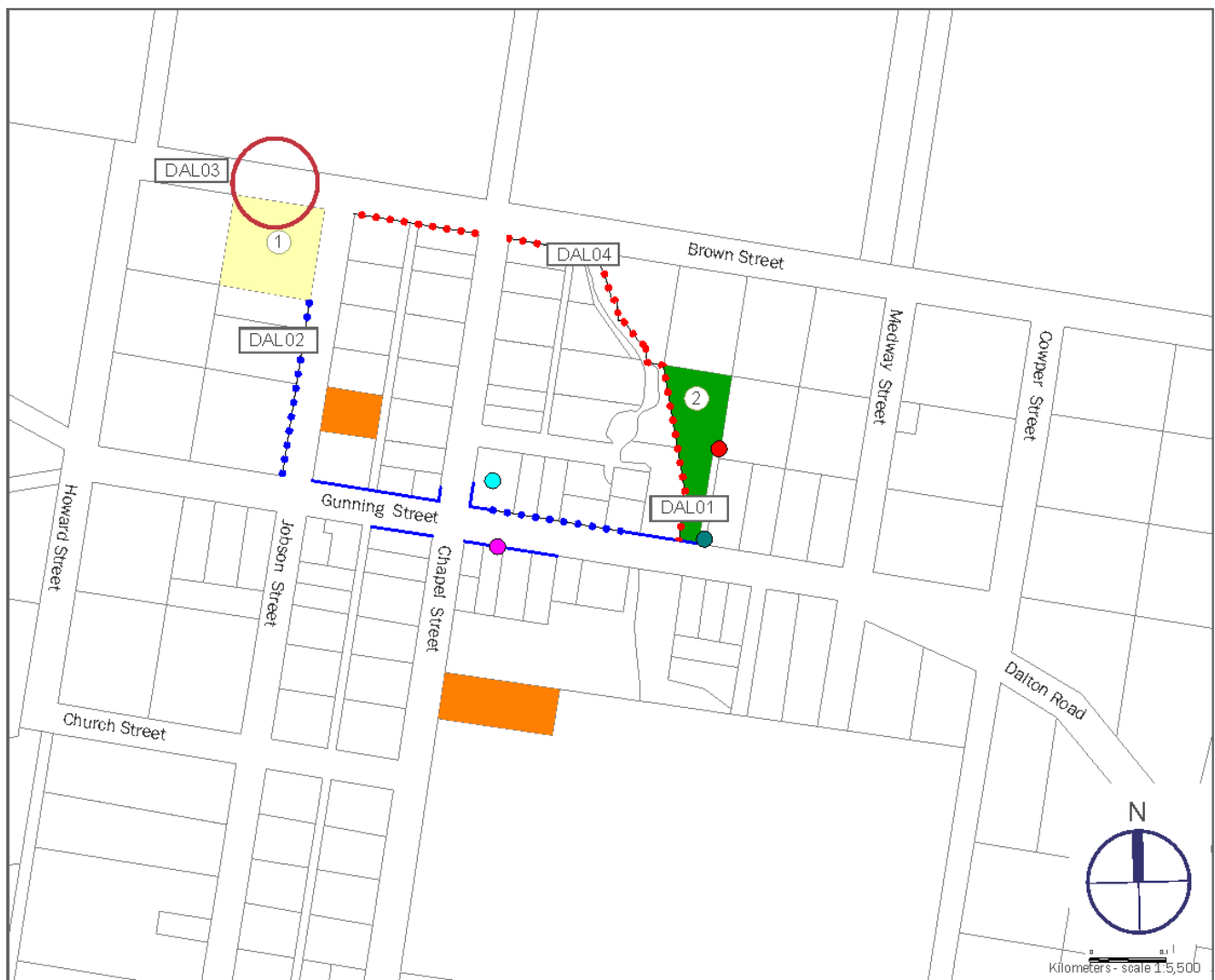
5.5.1 Dalton's future walking and cycling network

The proposed future walking and cycling network for Dalton is focussed on filling missing links, as well as improving the connections between the main street and the School. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 11. Dalton's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|-----------|-------------------------|--------------------------|---|
| DAL01 | Footpath - New | Church Street | Develop a new concrete footpath on the Northern side of Gunning Street in the vicinity of Chapel Street and Garry Cosgrove Bridge over Oolong Creek, to complete the missing link in the existing footpath. |
| DAL02 | Footpath - New | Jobson Street | Develop a new concrete footpath along Jobson Street, from the entrance to the school and Gunning Street. This footpath will provide a connection between the school and the Gunning Street. |
| DAL03 | Pedestrian Refuge - New | Brown Street | Install a pedestrian refuge with associated motorist and pedestrian signage to Brown Street at Dalton Public School. |
| DAL04 | Shared Path - New | Dalton Recreation Ground | Develop a new concrete shared path within the Dalton Recreation Ground. |

Map 10. Dalton's proposed walking and cycling network

**Legend**

- | | | | |
|--|-------------------------------------|--|-------------------------------|
| ● | Local Store | — | Existing Shared Path |
| ● | Post Office | ... | Proposed Shared Path |
| ● | Hotel | — | Existing Footpath |
| ● | Public Toilet | ... | Proposed Footpath |
| ● | Historical Museum/Monument | — | Existing Recreation Pathway |
| ■ | Community Hall | ... | Proposed Recreation Pathway |
| ■ | Park and Recreation Grounds | ○ | Proposed pedestrian treatment |
| ■ | Education/Child Care | | |
| ■ | Aged Care/Retirement | | |
| ■ | Upper Lachlan Shire Council Offices | | |
| ■ | Cemetery | | |
| ■ | Hospital | | |
| ■ | Church | | |
| ■ | RFS/SES/ Police/Fire Station | | |

5.6 Grabben Gullen's existing walking and cycling network

Current situation

Grabben Gullen had a total population of 476 people in 2011, with a median age of 44. Approximately 27.2% are aged 19 and under, with 19.6% aged 65 and over.

The average motor vehicle ownership per dwelling is 2.5, with 74.3% of households having 2 or more vehicles. It is reported that 48.5% of Grabben Gullen's population travel to work by car, truck or motorbike/scooter, with a further 3.8% walking to work.

Within the town of Grabben Gullen, the key destinations for pedestrians and cyclists include:

- ☐ Grabben Gullen Hall
- ☐ Albion Hotel
- ☐ Monument to the Wiradjuri Aboriginal People.

Grabben Gullen currently has no footpaths. The town is traversed by the busy Grabben Gullen and Range Road's, providing a reduced safety environment for pedestrians and cyclists.

There are currently no safe crossing points for pedestrians and cyclists within Grabben Gullen.

Upper Lachlan Shire Council Area



Grabben Gullen Hall



Grabben Gullen Hotel

Map 11. Grabben Gullen's current situation



Legend

- Local Store
- Post Office
- Hotel
- Public Toilet
- Historical Museum/Monument
- Community Hall
- Park and Recreation Grounds
- Education/Child Care
- Aged Care/Retirement
- Upper Lachlan Shire Council Offices
- Cemetery
- Hospital
- Church
- RFS/SES/ Police/Fire Station
- Existing Shared Path
- Existing Footpath
- Existing Recreation Pathway
- 1 Shared school bus stop

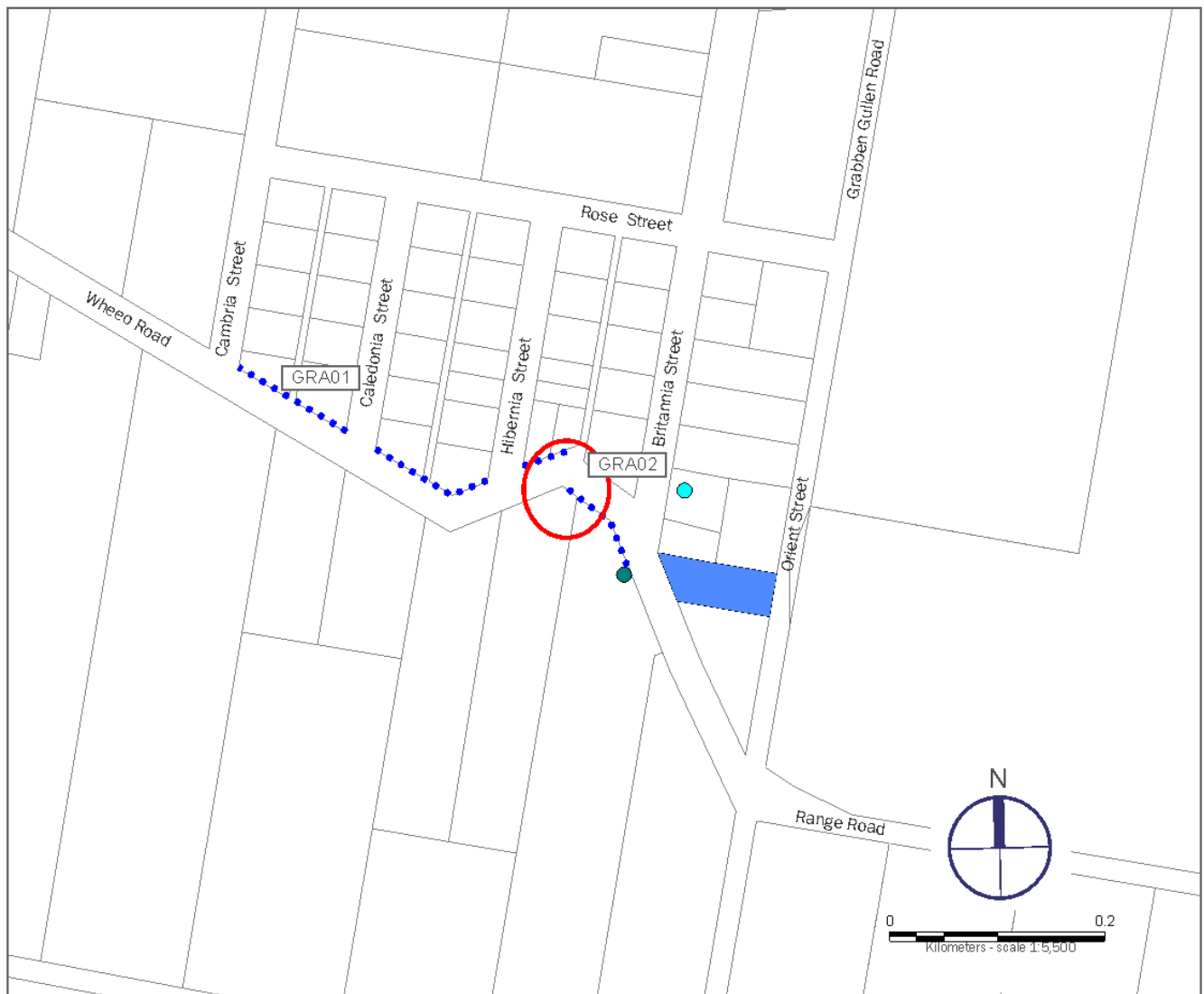
5.6.1 Grabben Gullen's future walking and cycling network

The proposed future walking and cycling network for Grabben Gullen is focussed on providing a safe pedestrian environment. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 12. Grabben Gullen's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|-----------|-------------------------|-------------|---|
| GRA01 | Footpath - New | Camp Street | Develop a new concrete footpath along Camp Street, from Caledonia Street to the newly constructed bus stop. |
| GRA02 | Pedestrian Refuge - New | Camp Street | Construct a new pedestrian refuge on Camp Street to provide a safe pedestrian access point to and from the newly constructed school bus stop. Signage and road markings to be installed to advise motorists on approach (both sides). |

Map 12. Grabben Gullen's proposed walking and cycling network



Legend

- | | | | |
|--|-------------------------------------|--|-------------------------------|
| ● | Local Store | — | Existing Shared Path |
| ● | Post Office | ... | Proposed Shared Path |
| ● | Hotel | — | Existing Footpath |
| ● | Public Toilet | ... | Proposed Footpath |
| ● | Historical Museum/Monument | — | Existing Recreation Pathway |
| | Community Hall | ... | Proposed Recreation Pathway |
| | Park and Recreation Grounds | | Proposed pedestrian treatment |
| | Education/Child Care | | |
| | Aged Care/Retirement | | |
| | Upper Lachlan Shire Council Offices | | |
| | Cemetery | | |
| | Hospital | | |
| | Church | | |
| | RFS/SES/ Police/Fire Station | | |

5.7 Gunning's existing walking and cycling network

Current situation

Gunning had a total population of 482 people in 2011, with a median age of 45. Approximately 22.3% of the Gunning population are aged 19 and under, with 15.5% aged 65 and over.

The average motor vehicle ownership per dwelling is 1.8, with 54.3% of households having 2 or more vehicles.

It is reported that 75.7% travel to work by car, truck or motorbike/scooter, with 4.5% of the population walked to work.

Within the town of Gunning, the key destinations for pedestrians and cyclists include:

- ☐ Barbour Park
- ☐ Endeavour Park and Showgrounds
- ☐ Skate Park
- ☐ Gunning Public School
- ☐ Yass Street retail and service precinct
- ☐ Hotels
- ☐ Upper Lachlan Shire Council Office
- ☐ Church
- ☐ Post Office
- ☐ Gunning Rail Yard.

Gunning has a reasonable network of existing footpaths, however with a number of missing links to key destinations, and some maintenance and upgrade requirements.

Accessibility in Yass Street is an issue with a considerable step-up from the road to the kerb, as well as limited kerb ramps for the elderly and disabled.

The speed of vehicles through town can be an issue for pedestrians.

Disabled car parking bays are required with associated kerb ramps.

Upper Lachlan Shire Council Area

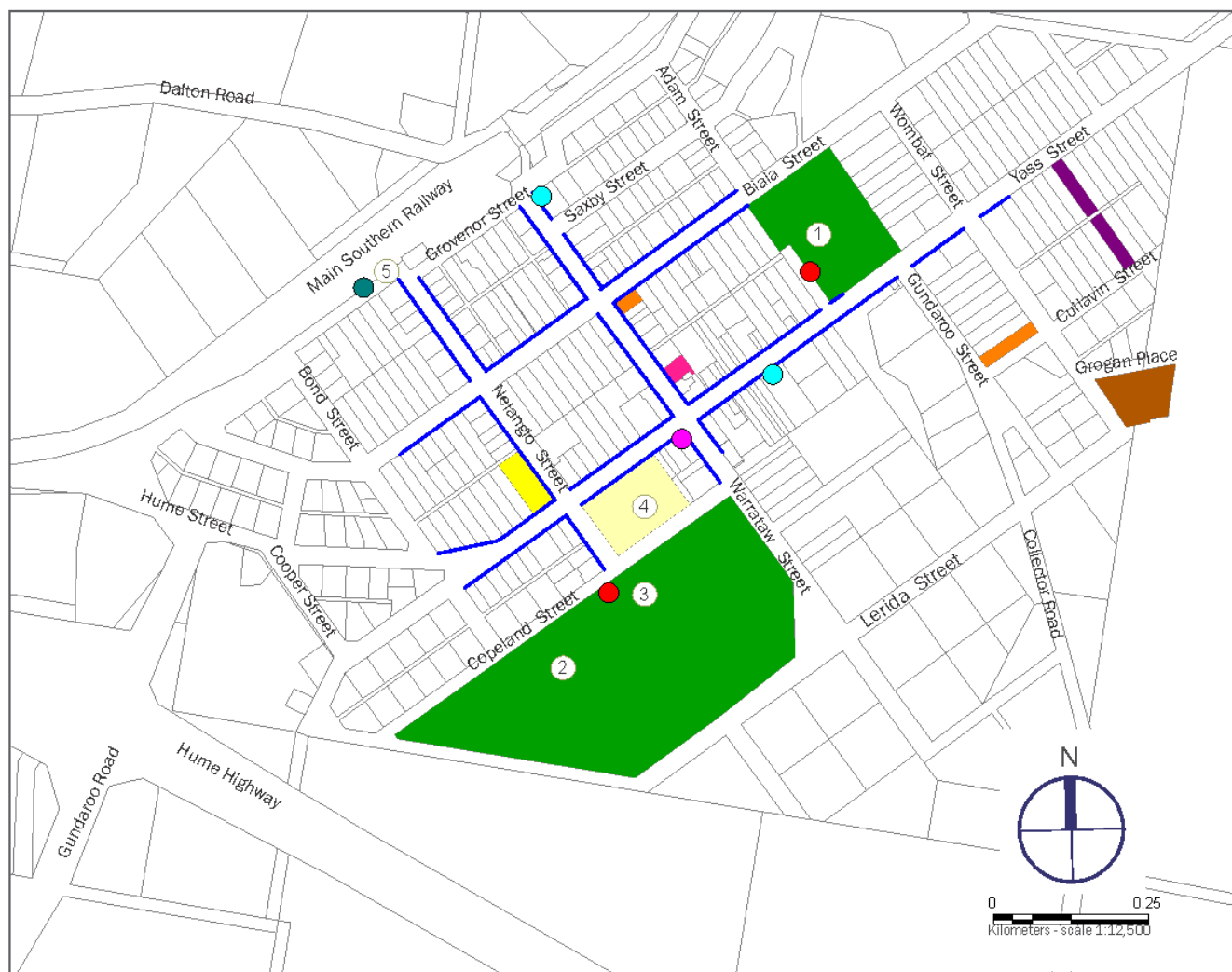


Gunning Public School crossing



Yass Street, Gunning

Map 13. Gunning's current situation

**Legend**

- Local Store
- Post Office
- Hotel
- Public Toilet
- Historical Museum/Monument
- Community Hall
- Park and Recreation Grounds
- Education/Child Care
- Aged Care/Retirement
- Upper Lachlan Shire Council Offices
- Cemetery
- Hospital
- Church
- RFS/SES/ Police/Fire Station
- Existing Shared Path
- Existing Footpath
- Existing Recreation Pathway

- ① Barbour Park
- ② Endeavour Park and Showgrounds
- ③ Gunning Skate Park
- ④ Gunning Public School
- ⑤ Gunning Rail Yard

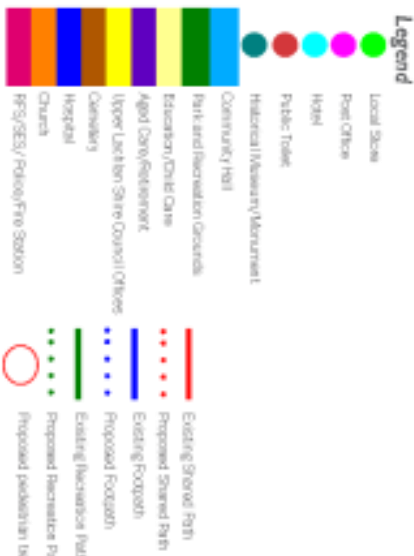
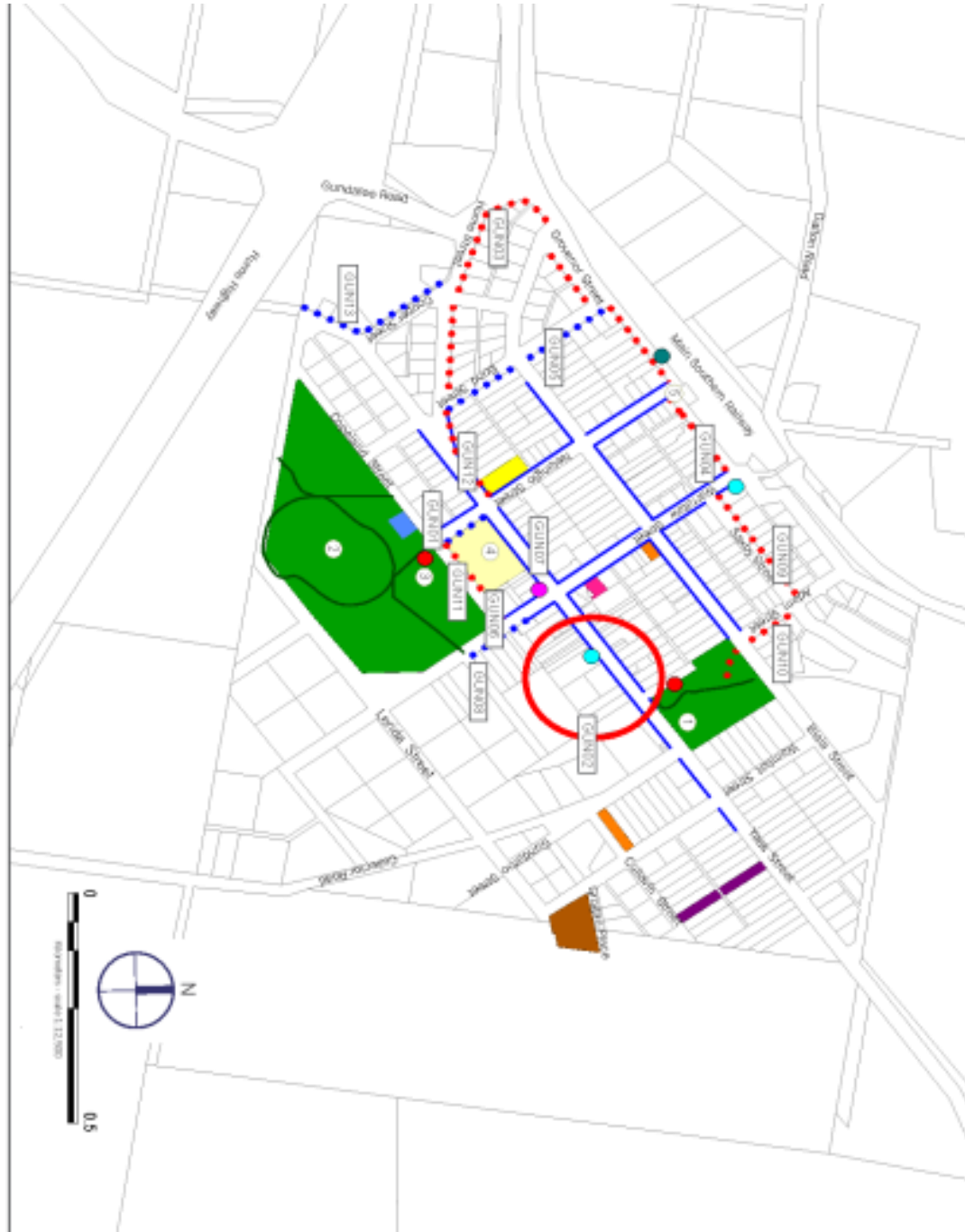
5.7.1 Gunning's future walking and cycling network

The proposed future walking and cycling network for Gunning is focussed on providing a safe network of pathways to link key destinations, enhancing pedestrian accessibility to the retail precinct on Yass Street, as well as a greater recreational circuit. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 13. Gunning's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|-----------|--------------------------------------|-------------------------------|--|
| GUN01 | Footpath - New | Nelanglo Street | Develop a new concrete footpath on Nelanglo Street from Yass Street to Copeland Street, providing access to the Gunning Showground Precinct and the existing footpath network. |
| GUN02 | Kerb Ramps - New | Yass Street | Develop a number of kerb ramps along the retail precinct on Yass Street to enhance accessibility from the road to the footpath. |
| GUN03 | Shared Path - New | Hume Street | Develop a new concrete shared path on Hume Street from Bond Street to Grovenor Street. Together with GUN04 as well as the existing path on Nelanglo and Warrataw Streets, this shared path will create a recreational circuit for both pedestrians and cyclists. |
| GUN04 | Shared Path - New | Grovenor Street | Develop a new concrete shared path on Grovenor Street from Hume Street to Warrataw Street. Together with GUN03 and GUN04 as well as the existing path on Nelanglo and Warrataw Streets, this shared path will create a recreational circuit for both pedestrians and cyclists. |
| GUN05 | Footpath - New | Bond Street | Develop a new concrete footpath on Bond Street from Yass Street to Grovenor Street. |
| GUN06 | Kerb Ramp - New | Warrataw and Copeland Streets | Develop a kerb ramp on Warrataw Street at the intersection with Copeland Street to enhance accessibility from the road to the footpath. |
| GUN07 | Disabled Carpark and Kerb Ramp - New | Nelanglo Street | Install, line mark and sign a disabled carpark with corresponding kerb ramp to provide disabled access to the Council Offices and the Southern end of town. |
| GUN08 | Footpath - New | Warrataw Street | Develop a new concrete footpath on Warrataw Street from the existing footpath to the intersection with Copeland Street. |
| GUN09 | Shared Path - New | Saxby Street | Develop a new concrete shared path on Saxby Street (and part of Warrataw Street) from Grovenor Street (GUN04) to Adam Street. |
| GUN10 | Shared Path - New | Adam Street | Develop a new concrete shared path on Adam Street from Saxby Street to Barbour Park. |
| GUN11 | Shared Path - New | Yass Street | Replace the existing footpath surface on Yass Street with a new concrete shared path from Nelanglo Street to Bond Street. |
| GUN12 | Shared Path - New | Copeland Street | Develop a new concrete shared path on Copeland Street from Warrataw Street to Nelanglo Street, at the rear of Gunning Public School. |
| GUN13 | Footpath - New | Cooper Street | Develop a new concrete footpath on Cooper Street from Hume Street to Yass Street, to provide a connection to the proposed internal footpaths of the approved development in Western Gunning. |

1.4. Gunning's proposed walking and cycling network



5.8 Laggan's existing pedestrian and cycling network

Current situation

Laggan had a total population of 326 people in 2011, with a median age of 49. Approximately 26.4% of the population are aged 19 and under, with 15.3% aged 65 and over.

The average motor vehicle ownership per dwelling is 2.4, with 78.7% of households having 2 or more vehicles.

It is reported that 50.2% travel to work by car, truck or motorbike/scooter, and a further 2.8% walked to work.

Within the town of Laggan, the key destinations for pedestrians and cyclists include:

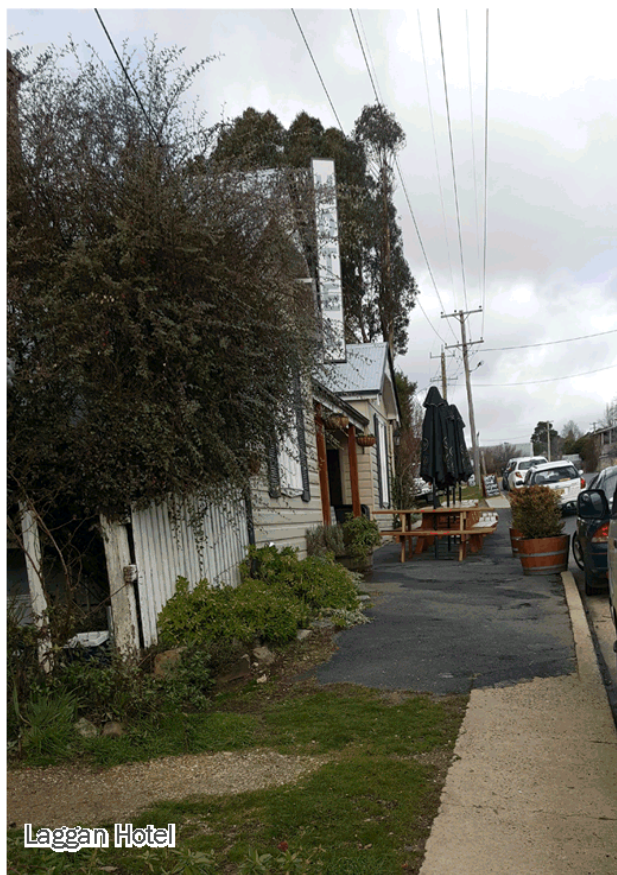
- ☐ Laggan Memorial Hall
- ☐ Laggan Primary School
- ☐ Monthly markets
- ☐ Church
- ☐ Hotel
- ☐ Park.

Laggan currently has no formal pathways with the exception of the recent access to the public toilets at the Memorial Hall.

The school is on the outskirts of the town centre, with no formalised route for pedestrians or cyclists.

The school is without a formal drop-off and pick-up area.

Upper Lachlan Shire Council Area

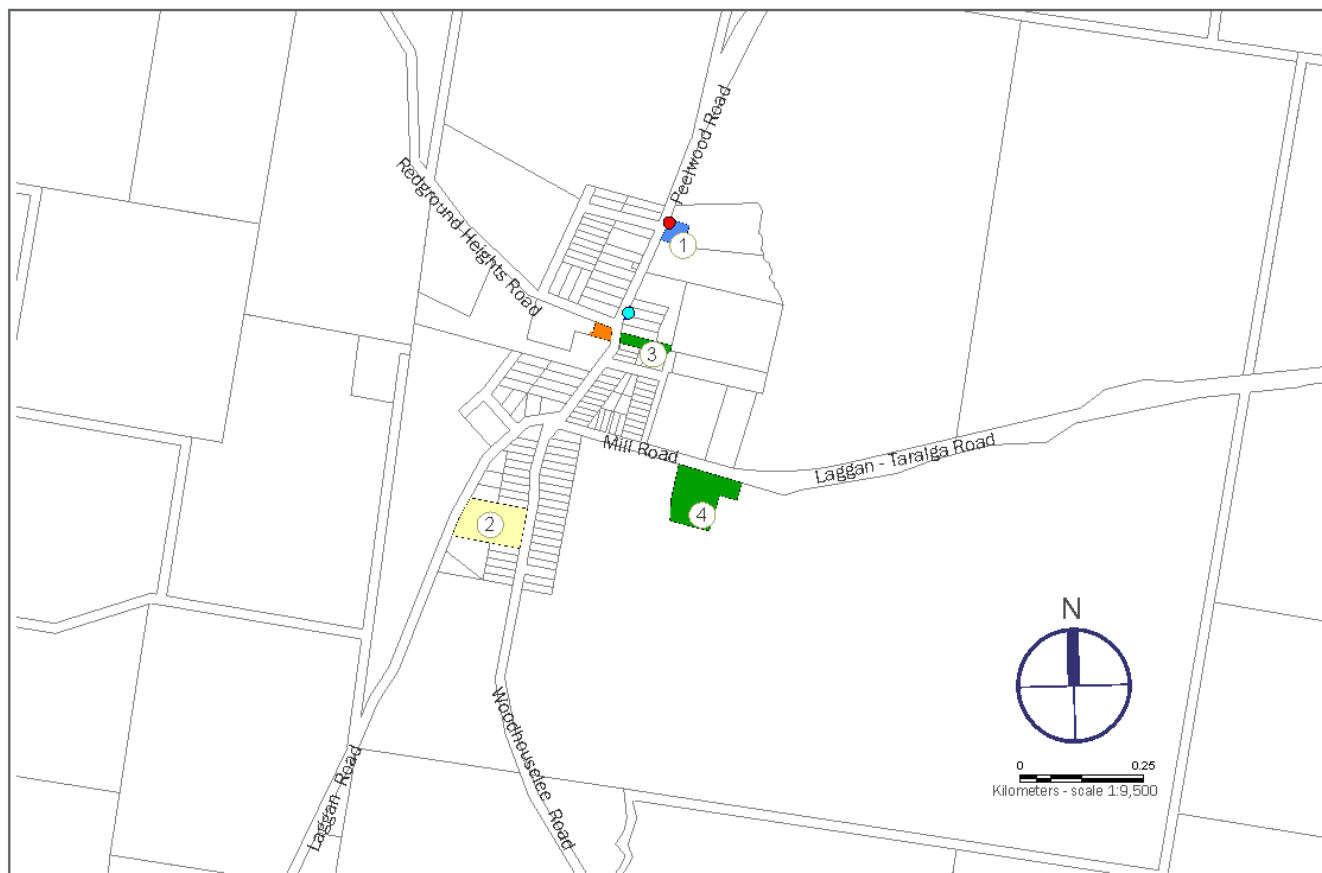


Laggan Hotel



Laggan Memorial Hall

Map 15. Laggan's current situation



Legend

- Local Store
- Post Office
- Hotel
- Public Toilet
- Historical Museum/Monument
- Community Hall
- Park and Recreation Grounds
- Education/Child Care
- Aged Care/Retirement
- Upper Lachlan Shire Council Offices
- Cemetery
- Hospital
- Church
- RFS/SES/ Police/Fire Station
- Existing Shared Path
- Existing Footpath
- Existing Recreation Pathway

- ① Laggan Memorial Hall
- ② Laggan Primary School
- ③ Laggan Park
- ④ Laggan Cricket

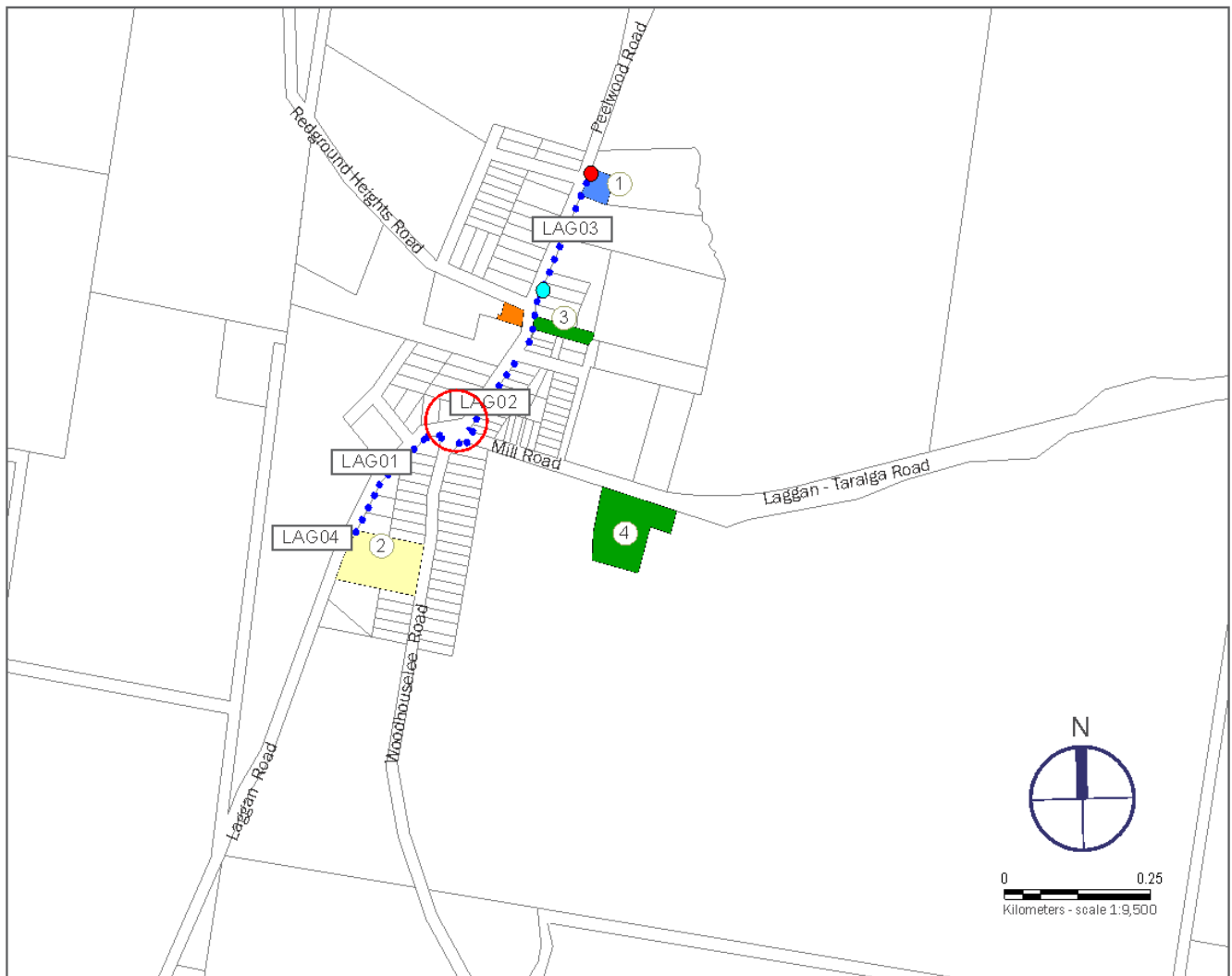
5.8.1 Laggan's future walking and cycling network

The proposed future walking and cycling network for Laggan is focussed on providing a continuous pedestrian link within the town centre, as well as improving access to the school. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 14. Laggan's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|-----------|---------------------------------|-------------------|--|
| LAG01 | Footpath - New | Laggan Road | Develop a new footpath on Laggan Road from the entrance of the school to the intersection of Laggan-Taralga Road to provide access from the school to the town centre. |
| LAG02 | Pedestrian Refuge - New | Woodhouselee Road | Construct a new pedestrian refuge on Woodhouselee Road, South of the intersection with Laggan-Taralga Road. Refuge to provide a safe crossing point for pedestrians accessing the school or Laggan town. |
| LAG03 | Footpath - New | Peelwood Road | Develop a new footpath on Peelwood Road from the Memorial Hall to LAG01 at the intersection of Laggan-Taralga Road to provide a continuous footpath link within the centre of Laggan. |
| LAG04 | School drop-off and pick-up bay | Laggan Road | Design and construct a formal drop-off and pick-up bay at the entrance to the Laggan Public School to allow safe access for children to the school. Develop in partnership with the Laggan Public School (and/or the NSW Department of Education). |

Map 16. Laggan's proposed walking and cycling network



Legend

| | | | |
|--|-------------------------------------|--|-------------------------------|
| ● | Local Store | — | Existing Shared Path |
| ● | Post Office | ... | Proposed Shared Path |
| ● | Hotel | — | Existing Footpath |
| ● | Public Toilet | ... | Proposed Footpath |
| ● | Historical Museum/Monument | — | Existing Recreation Pathway |
| ■ | Community Hall | ... | Proposed Recreation Pathway |
| ■ | Park and Recreation Grounds | ○ | Proposed pedestrian treatment |
| ■ | Education/Child Care | | |
| ■ | Aged Care/Retirement | | |
| ■ | Upper Lachlan Shire Council Offices | | |
| ■ | Cemetery | | |
| ■ | Hospital | | |
| ■ | Church | | |
| ■ | RFS/SES/ Police/Fire Station | | |

5.9 Taralga's existing walking and cycling network

Current situation

Taralga had a total population of 285 people in 2011, with a median age of 44. Approximately 28.3% of the population are aged 19 and under, and 25.1% are aged 65 and over.

The average motor vehicle ownership per dwelling is 1.8, with 56.3% of households having 2 or more vehicles.

It is reported that 69.2% of Taralga's population travel to work by car, truck or motorbike/scooter, with a further 10.6% who walked to work.

Within the town of Taralga, the key destinations for pedestrians and cyclists include:

- ☐ Taralga Public School
- ☐ Goodhew Park and Skate Park
- ☐ Tennis Courts
- ☐ Upper Lachlan Shire Council Office
- ☐ Taralga Showgrounds
- ☐ Church
- ☐ Post Office
- ☐ Taralga Memorial Hall
- ☐ Taralga Historical Museum
- ☐ Gray Park
- ☐ Burge Park
- ☐ Orchard Street retail and service precinct.

Taralga has a reasonable provision of footpaths along the main street, however has a number of missing links to key destinations. A number of paths require some maintenance and upgrades.

There are issues with accessibility within the main street due to the large step-up from the road to the street, coupled with a lack of ramps for the elderly and disabled.

Additionally, a number of stops are inaccessible, again due to the large steps to enter, as well as narrow door ways unsuitable for mobility scooters and wheelchairs.

Upper Lachlan Shire Council Area



Footpath at Goodhew Park, Taralga



Footpath at Orchard Street, Taralga

Map 17. Taralga's current situation



Legend

- | | | | |
|--|-------------------------------------|---|-------------------------------|
| ● | Local Store | | |
| ● | Post Office | | |
| ● | Hotel | | |
| ● | Public Toilet | | |
| ● | Historical Museum/Monument | | |
| | Community Hall | | |
| | Park and Recreation Grounds | | |
| | Education/Child Care | | |
| | Aged Care/Retirement | | |
| | Upper Lachlan Shire Council Offices | | |
| | Cemetery | | |
| | Hospital | ① | Taralga Public School |
| | Church | ② | Taralga Early Learning Centre |
| | RFS/SES/Police/Fire Station | ③ | Goodhew Park and Skate Park |
| | Existing Shared Path | ④ | Taralga Showgrounds |
| | Existing Footpath | ⑤ | Tennis Courts |
| | Existing Recreation Pathway | ⑥ | Gray Park |
| | | ⑦ | Burge Park |

5.9.1 Taralga's future walking and cycling network

The proposed future walking and cycling network for Taralga is focussed on improving the connectivity and accessibility within Orchard Street, given there are two distinct activity areas of the main street. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 15. Taralga's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|-----------|---------------------------------|-------------------------------|--|
| TAR01 | Footpath - New | Orchard Street | Develop a new concrete footpath from the end of the existing footpath on Orchard Street to Gray Park. |
| TAR02 | Footpath - New | Bunnaby and MacArthur Streets | Develop a new concrete footpath on Bunnaby and MacArthur Streets from Orchard Street to Walsh Street. The footpath will link up to the Recreational Pathway TAR06 providing access to the tennis courts and showgrounds. |
| TAR03 | Footpath - New | Orchard Street | Develop a new concrete footpath on Orchard Street from the school to Hillas Street to connect to TAR05 and the Early Learning Centre. |
| TAR04 | Recreational Pathway - New | Hillas Street | Construct an off-road recreational pathway within the road reserve on Hillas Street from Orchard Street to the Early Learning Centre. |
| TAR05 | Recreational Pathway - New | Walsh Street | Construct an off-road recreational pathway within the road reserve on Walsh Street to provide access to the tennis courts and showgrounds. |
| TAR06 | Disabled car park and kerb ramp | Orchard Street | Install, line-mark and sign a disabled carpark with corresponding kerb ramp to provide disabled access to the Northern end of town. |
| TAR07 | Disabled car park and kerb ramp | Orchard Street | Install, line-mark and sign a disabled carpark with corresponding kerb ramp to provide disabled access to the centre of town. |
| TAR08 | Kerb Ramp - New | Orchard Street | Install a new kerb ramp, the path exists from the footpath to the kerb. |
| TAR09 | Disabled car park and kerb ramp | Orchard Street | Install, line-mark and sign a disabled carpark with corresponding kerb ramp to provide disabled access to the southern end of town. |
| TAR10 | Footpath - New | Church Street | Develop a new concrete footpath on Church Street from MacArthur Street to Chisolm Street. |

Map 18. Taralga's proposed walking and cycling network

**Legend**

- | | | | |
|--|-------------------------------------|--|-------------------------------|
| ● | Local Store | — | Existing Shared Path |
| ● | Post Office | ... | Proposed Shared Path |
| ● | Hotel | — | Existing Footpath |
| ● | Public Toilet | ... | Proposed Footpath |
| ● | Historical Museum/Monument | — | Existing Recreation Pathway |
| ■ | Community Hall | ... | Proposed Recreation Pathway |
| ■ | Park and Recreation Grounds | ○ | Proposed pedestrian treatment |
| ■ | Education/Child Care | | |
| ■ | Aged Care/Retirement | | |
| ■ | Upper Lachlan Shire Council Offices | | |
| ■ | Cemetery | | |
| ■ | Hospital | | |
| ■ | Church | | |
| ■ | RFS/SES/ Police/Fire Station | | |

5.10 Tuena's existing walking and cycling network

Current situation

Tuena had a total population of 187 people in 2011, with a median age of 52. Approximately 16.7% of Tuena's population are aged 19 and under, and 24.9% are aged 65 and over.

The average motor vehicle ownership per dwelling is 2, with 71.8% of households having 2 or more vehicles.

It is reported that 41.0% of Tuena's residents travel to work by car, truck or motorbike/scooter, with a further 3.3% who walked to work.

Within the town of Tuena, the key destinations for pedestrians and cyclists include:

- ☐ Tuena Recreation Ground
- ☐ Tuena Community Hall
- ☐ School (not-operational)
- ☐ Post Office
- ☐ Local store
- ☐ Hotel
- ☐ Church
- ☐ Cemetery
- ☐ Police Station
- ☐ Footbridge.

Tuena currently has no footpaths, and the school is currently not-operational.

Upper Lachlan Shire Council Area



Tuena Recreation Ground



Tuena Footbridge

Map 19. Tuena's current situation

**Legend**

- | | | | |
|--|-------------------------------------|---|--------------------------|
| ● | Local Store | | |
| ● | Post Office | | |
| ● | Hotel | | |
| ● | Public Toilet | | |
| ● | Historical Museum/Monument | | |
| ■ | Community Hall | | |
| ■ | Park and Recreation Grounds | | |
| ■ | Education/Child Care | | |
| ■ | Aged Care/Retirement | | |
| ■ | Upper Lachlan Shire Council Offices | | |
| ■ | Cemetery | | |
| ■ | Hospital | | |
| ■ | Church | | |
| ■ | RFS/SES/ Police/Fire Station | ① | Tuena Recreation Ground |
| — | Existing Shared Path | ② | Tuena Community Hall |
| — | Existing Footpath | ③ | School (not-operational) |
| — | Existing Recreation Pathway | ④ | Police Station |
| | | ⑤ | Footbridge |

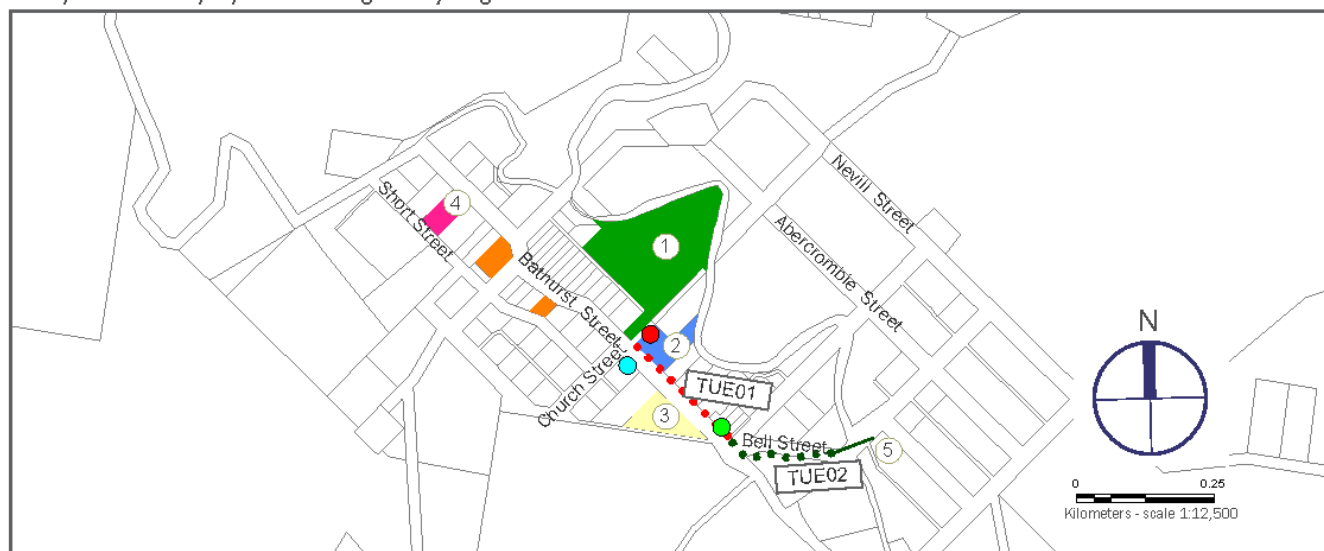
5.10.1 Tuena's future walking and cycling network

The proposed future walking and cycling network for Tuena is focussed on improving accessibility to key destinations within the main street, as well as providing a recreational link to the existing footbridge. These are detailed in the table below and are not representative of their priority, as they are prioritised in Table 18, Section 6.2.

Table 16. Tuena's future walking and cycling network

| Reference | Project Type | Road Name | Details |
|-----------|--------------------------|-----------------|--|
| TUE01 | Shared Path - New | Bathurst Street | Develop a new concrete shared path along Bathurst Street from Church Street (Tuena Hall) to Bell Street for pedestrians and cyclists. |
| TUE02 | Recreation Pathway - New | Bell Street | Develop a new decomposed granite (or similar) recreational path from the end of the proposed shared path (TUE01) to the footbridge to provide pedestrians and cyclists with access to Cook Street and Bathurst Street. |

Map 20. Tuena's proposed walking and cycling network



Legend

| | | | |
|--|-------------------------------------|--|-------------------------------|
| ● | Local Store | — | Existing Shared Path |
| ● | Post Office | ... | Proposed Shared Path |
| ● | Hotel | — | Existing Footpath |
| ● | Public Toilet | ... | Proposed Footpath |
| ● | Historical Museum/Monument | — | Existing Recreation Pathway |
| ■ | Community Hall | ... | Proposed Recreation Pathway |
| ■ | Park and Recreation Grounds | ○ | Proposed pedestrian treatment |
| ■ | Education/Child Care | | |
| ■ | Aged Care/Retirement | | |
| ■ | Upper Lachlan Shire Council Offices | | |
| ■ | Cemetery | | |
| ■ | Hospital | | |
| ■ | Church | | |
| ■ | RFS/SES/ Police/Fire Station | | |

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6.0 Prioritisation of works

6.1 Prioritisation criteria

To assist in the ongoing identification and justification of a prioritised capital works program for pedestrian and cycling infrastructure, a set of capital works assessment criteria have been developed. The criteria will allow Council to standardised the process for prioritising its capital works, while being transparent and equitable in its decision making.

The criteria have been developed based on the issues and opportunities identified throughout the development of the Plan, and are outlined in the Table below.

Each category has been assigned a total score based on its relative priority within the categories i.e. safety is higher than demand.

Table 17. Prioritisation of works criteria

| Category | Criteria | Outcome | Score |
|-----------|------------------------------------|--|-------|
| Access | Improved access | Access is improved for residents to key destinations such as schools, retail, services, open space and transport | /15 |
| | Priority residential area | Communities with limited access to private vehicles and public transport are connected to key destinations | |
| | Completion of a link | A footpath, shared path or cycleway is complete and provides unbroken access to key destinations | |
| | Capacity | Increased participation in walking and cycling i.e. increase path width to accommodate demand | |
| Safety | Identified safety issue | The environment is safe for pedestrians and cyclists. Identified sites of previous crash incidents should be prioritised | /15 |
| Demand | Levels of use | A route is evidently well used (including evidence of use through a desire line) | /10 |
| | Identified community need | A key route/improvement is identified during the community engagement process | |
| Financial | Funding capacity | Council's capacity to fund capital works projects within a realistic time frame | /10 |
| | Eligible for grants or sponsorship | Projects are part-funded or have the capacity to attract external funding | |
| | Cost benefit | The cost of developing (and maintaining) infrastructure is comparable to the expected level of use i.e potential demand | |

Scoring

The scoring of the above categories is undertaken considering the allocated criteria and their outcome. Some criteria and their outcome areas may not be relevant to a project and as such scoring is undertaken at a category level, considering the relevant criteria. The scale bar below demonstrates the scores to be allocated based on how each project meets the desired outcomes i.e. a score of one is for projects where the desired outcomes are not achieved, scores of six to ten are for projects that moderately achieve the outcome, and the higher scores up to fifteen are for projects that best achieve the desired outcome.

The difference in the scores for the four category areas reflects the importance of the category and their weighted importance.



6.2 Prioritisation and costing of projects

Maintaining the existing network

Council's existing pathway network provides a sound basis to build upon, in the creation of a more active walking and cycling community. The existing network is ageing and requires ongoing maintenance to ensure the safety and accessibility for all path users.

Council's current investment in pedestrian and cycle facilities is approximately \$1.6 Million. It is recommended that as the first priority of the PAMP and Bike Plan, Council allocate an annual maintenance program for the network of 3% (i.e. approximately \$50,000).

Estimated costings

The cost estimates provided below have been provided as an indicative rate only. All proposed projects are subject to detailed feasibility and design processes, and are subject to factors such as the location of existing utilities, verge suitability etc.

Pathways and road crossing treatments

In addition to the allocation of an annual maintenance program, the following table provides details of new and upgraded pathways and road crossing treatments, to be undertaken over the next 10 years.

The scoring of individual projects based on the criteria outlined on the previous page is shown in the Table below. The cost estimate of each project has also been included within the table.

Table 18. Prioritisation and costing of projects

| Reference | Road name | Path type | Cost estimate \$ | Priority score/50 | Village priority ranking |
|------------------|---------------------------------|---------------------------------|------------------|-------------------|--------------------------|
| Bigga | | | | | |
| BIG01 | Binda Street | Footpath | 22,000 | 30 | 1 |
| BIG02 | Binda Street | Footpath | 81,125 | 29 | 2 |
| BIG03 | Grabine Road | Recreational Path | 137,500 | 26 | 3 |
| BIG04 | Mulgowrie Street | Recreational Path | 58,850 | 25 | 4 |
| BIG05 | TBD | Historical Trail | TBD | 23 | 5 |
| Binda | | | | | |
| BIN02 | Queen Street | Pedestrian Refuge | 25,000 | 35 | 1 |
| BIN03 | Queen Street | Shared Path | 171,875 | 34 | 2 |
| BIN01 | Queen Street | Shared Path | 78,100 | 33 | 3 |
| BIN04 | TBD | Historical Trail | TBD | 23 | 4 |
| Collector | | | | | |
| COL05 | Lorn Street | School drop-off and pick-up bay | 100,000 | 38 | 1 |
| COL01 | Lorn Street | Shared Path | 36,850 | 37 | 2 |
| COL02 | Bourke Street and Surrey Street | Shared Path | 72,600 | 31 | 3 |
| COL03 | Church Street | Shared Path | 44,330 | 31 | 3 |
| COL04 | Goulburn Street | Footpath | 27,852 | 25 | 5 |
| COL06 | TBD | Historical Trail | TBD | 23 | 6 |

| Reference | Road name | Path type | Cost estimate \$ | Priority score/50 | Village priority ranking |
|-----------|---------------------------------------|------------------------|------------------|-------------------|--------------------------|
| Crookwell | | | | | |
| CRO19 | Goulburn Street and Carrington Street | Footpath | 35,816 | 42 | 1 |
| CRO22 | Pat Cullen Reserve | Boardwalk | 16,000 | 40 | 2 |
| CRO24 | Laggan Road | Pedestrian Refuge | 25,000 | 39 | 3 |
| CRO28 | Spring Street (Bus Shelter) | Bus Shelter | 30,000 | 39 | 3 |
| CRO04 | Northcott Street | Shared Path | 28,490 | 36 | 5 |
| CRO26 | Pat Cullen Reserve | Recreational Path | 27,900 | 36 | 5 |
| CRO02 | Saleyards Road | Shared Path | 33,220 | 36 | 5 |
| CRO14 | Goulburn Street | Kerb Ramp | 1,700 | 35 | 8 |
| CRO15 | Goulburn Street | Kerb Ramp | 1,700 | 35 | 8 |
| CRO16 | Denison Street | Kerb Ramp | 1,700 | 35 | 8 |
| CRO25 | Kialla Road | Kerb Ramp | 1,700 | 35 | 8 |
| CRO12 | Goulburn Street | Kerb Ramp | 1,700 | 35 | 8 |
| CRO03 | Roberts Road | Footpath | 30,228 | 34 | 13 |
| CRO20 | Saleyards Road | Footpath | 178,266 | 34 | 13 |
| CRO05 | Goulburn Street | Shared Path | 28,160 | 33 | 15 |
| CRO13 | Goulburn Street | Footpath | 7,128 | 33 | 15 |
| CRO11 | Crookwell Showgrounds | Learn-to-ride Facility | 4,700 | 32 | 17 |
| CRO01 | Goulburn Street | Footpath | 7,128 | 30 | 18 |
| CRO06 | Denison and Brooklands Street | Shared Path | 69,525 | 28 | 19 |
| CRO07 | Brooklands and Tait Streets | Shared Path | 44,440 | 28 | 19 |
| CRO08 | Tait Street | Recreational Path | 156,825 | 28 | 19 |
| CRO09 | McDonald Street | Recreational Path | 213,525 | 28 | 19 |
| CRO10 | McDonald Street | Shared Path | 9,350 | 28 | 19 |
| CRO17 | Roberts Street | Signage | 850 | 26 | 24 |
| CRO18 | Brooklands Street | Signage | 850 | 26 | 24 |
| CRO21 | Spring Street | Signage | 850 | 26 | 24 |
| CRO23 | Spring Street | Footpath | 4,620 | 26 | 24 |
| CRO27 | Clifton Park | Recreational Path | 104,850 | 26 | 24 |
| CRO29 | Laggan Road | Footpath | 61,380 | 26 | 24 |
| Dalton | | | | | |
| DAL03 | Brown Street | Pedestrian Refuge | 25,000 | 38 | 1 |
| DAL02 | Jobson Street | Footpath | 17,160 | 37 | 2 |
| DAL04 | Dalton Recreation Ground | Shared Path | 138,000 | 33 | 3 |
| DAL01 | Church Street | Footpath | 12,980 | 30 | 4 |

| Reference | Road name | Path type | Cost estimate \$ | Priority score/50 | Village priority ranking |
|----------------|-------------------------------|------------------------------------|------------------|-------------------|--------------------------|
| Grabben Gullen | | | | | |
| GRA02 | Camp Street | Pedestrian Refuge | 25,000 | 37 | 1 |
| GRA01 | Camp Street | Footpath | 41,360 | 32 | 2 |
| Gunning | | | | | |
| GUN01 | Nelanglo Street | Footpath | 11,000 | 36 | 1 |
| GUN03 | Hume Street | Shared Path | 46,750 | 35 | 2 |
| GUN04 | Grovenor Street | Shared Path | 66,550 | 35 | 2 |
| GUN05 | Bond Street | Footpath | 65,780 | 35 | 2 |
| GUN08 | Warrataw Street | Footpath | 15,840 | 35 | 2 |
| GUN10 | Adam Street | Shared Path | 7,590 | 34 | 6 |
| GUN09 | Saxby Street | Shared Path | 21,890 | 32 | 7 |
| GUN06 | Warrataw and Copeland Streets | Kerb Ramp | 39,160 | 32 | 7 |
| GUN02 | Yass Street | Kerb Ramps | 3,000 | 31 | 9 |
| GUN07 | Nelanglo Street | Disabled car park and kerb ramp | 3,000 | 31 | 9 |
| GUN11 | Yass Street | Shared Path | 22,000 | 30 | 11 |
| GUN12 | Copeland Street | Shared Path | 23,100 | 30 | 11 |
| GUN13 | Cooper Street | Footpath | 37,290 | 28 | 13 |
| Laggan | | | | | |
| LAG01 | Laggan Road | Footpath | 68,200 | 42 | 1 |
| LAG02 | Woodhouselee Road | Pedestrian Refuge | 15,000 | 41 | 2 |
| LAG04 | Laggan Road | School drop-off and pick-up bay | 25,000 | 40 | 3 |
| LAG03 | Peelwood Road | Footpath | 112,475 | 34 | 4 |
| Taralga | | | | | |
| TAR01 | Orchard Street | Footpath | 27,060 | 40 | 1 |
| TAR02 | Bunnaby and MacArthur Streets | Footpath | 110,825 | 40 | 1 |
| TAR05 | Walsh Street | Recreational Path | 90,200 | 40 | 1 |
| TAR10 | Church Street | Footpath | 28,512 | 40 | 1 |
| TAR03 | Orchard Street | Footpath | 118,800 | 37 | 5 |
| TAR04 | Hillas Street | Recreational Path | 54,725 | 36 | 6 |
| TAR08 | Orchard Street | Kerb Ramp | 1,700 | 35 | 7 |
| TAR09 | Orchard Street | Disabled car parking and kerb ramp | 3,000 | 35 | 7 |
| TAR06 | Orchard Street | Disabled car parking and kerb ramp | 3,000 | 34 | 9 |
| TAR07 | Orchard Street | Disabled car parking and kerb ramp | 3,000 | 33 | 10 |
| Tuena | | | | | |
| TUE01 | Bathurst Street | Shared Path | 26,730 | 25 | 1 |
| TUE02 | Bell Street | Recreational Path | 23,430 | 24 | 2 |
| Total | | | \$3,317,790.00 | | |

7.0 Strategic recommendations

In addition to the specific infrastructure recommendations outlined in Tables 20 and 21, a number of strategic recommendations are outlined in the Table below.

Table 21. Strategic recommendations

| Recommendation | Details |
|---|--|
| Conserve existing participation and encourage growth in participation | Provision of modest and realistic baseline facilities that provide the opportunity to expand and grow with community demand. Focus on maintaining existing participation levels in walking and cycling through maintaining the current network, and encourage growth in participation through promotion of the existing network, development of additional routes including recreational pathways, and installation of supporting infrastructure. |
| Fund the maintenance of the existing network | Allocate an annual program in Council's financial plan for the maintenance of the existing footpath network to assist in the upkeep of the existing network. |
| Development of supporting walk and cycle infrastructure | Enhance the existing footpath and shared path network through the development of supporting infrastructure including: <input type="checkbox"/> path (or roadside) lighting <input type="checkbox"/> signage. |
| Increase accessibility within towns and villages | Allocate an annual access improvement program to increase pedestrian accessibility within towns and villages, including: <input type="checkbox"/> address the mis-alignment of kerb ramps and disabled car parking spaces <input type="checkbox"/> install safe road crossing points and associated signage <input type="checkbox"/> reduce the step-up from roadside to kerb in identified locations. |
| Re-develop road-side drainage in Collector | Re-develop road-side drainage (i.e covered drainage channels) within Collector to allow for the development of pathways for pedestrians. |
| Paths linking key destinations | Develop a network of new paths as identified within each town and village to connect residents to key destinations. These are prioritised within Table 19. |
| Development of an accessible services guide | Develop an 'Accessible Services Guide' for retail and services to encourage local businesses to take steps towards enhancing their accessibility to the whole community, including wheelchairs, the elderly and the vision impaired. Guideline to include: <input type="checkbox"/> appropriate gradients for entry to doorway (i.e. no steps, provision of a ramp, doorway widths, self-opening doors) <input type="checkbox"/> footpath signage <input type="checkbox"/> internal stairs <input type="checkbox"/> provision of accessible toilets. Council to consider allocating a small funding program that could provide 50/50 funding up to a nominated amount (for example \$1,000). Access Committee to lobby local businesses to improve accessibility of their services. |
| Activate, rejuvenate and utilise the Upper Lachlan Access Committee | Re-invigorate the Access Committee including advertise for new members to represent each town within the Shire. Things to consider: <input type="checkbox"/> clarify the role of the committee <input type="checkbox"/> assigning an elected member as committee chair <input type="checkbox"/> develop terms of reference <input type="checkbox"/> seek their input in new development applications <input type="checkbox"/> encourage the committee to lobby local businesses <input type="checkbox"/> identify annual priorities to work towards. |
| Condition new developments | Condition new subdivisions to provide basic footpath access in line with the PAMP and Bike Plan. |

| Recommendation | Details |
|---|---|
| Council staff as leaders/ walking and cycling ambassadors | <p>Council employs a large number of staff from the local community and need to look internally in order to help promote walking and cycling in the Shire. This includes:</p> <ul style="list-style-type: none"> <input type="checkbox"/> staff incentives and events <input type="checkbox"/> supporting infrastructure at Council offices and depots such as bicycle racks, showers and irons. |
| School education programs and skill development | <p>Encourage, support and partner with schools in regards to walking and cycling:</p> <ul style="list-style-type: none"> <input type="checkbox"/> walk/ride to school program in conjunction with Roads and Maritime Services <input type="checkbox"/> education on road rules for cyclists (including a teacher in-service at the recommended learn-to-ride facility) <input type="checkbox"/> promotion of safe routes to each school <input type="checkbox"/> awareness to parents on the benefits of walking and cycling <input type="checkbox"/> helmet design competition <input type="checkbox"/> cycling skills/competency program. |
| Awareness and promotion campaign | <p>Develop and distribute promotional material to key community destinations including Council offices and Visitor Information Centres, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> mapped pedestrian and cyclists routes <input type="checkbox"/> key destinations and sites to visit <input type="checkbox"/> disabled access points around the towns <input type="checkbox"/> distances of key paths and rest points, highlighting supporting facilities available <p>Promote the brochure on Council's website and distribute to local business, accommodation and attractions.</p> |
| Encouragement of tourism opportunities, programmed walks and rides, and events. | <p>Promote walking and cycling through hosting and supporting community-wide events and regular programs. Encourage tourism opportunities that link walking and cycling with local attractions, business and industry.</p> <p>Promote the requirement for cycling club events and racing calendars to be submitted to Council for consent, consistent with the NSW Guidelines for Bicycle Road Races 2004.</p> |

8.0 Implementation plan

8.1 Resources

Resources are crucial to the successful implementation of the Plan. The following resource initiatives can assist in the successful implementation of the Plan and will provide a foundation for walking and cycling in the Upper Lachlan Shire.

Internal Working Group

The Internal Working Group is a Council group responsible for the day-to-day delivery of the PAMP and Bike Plan. The group should consist of key officers responsible for implementing the many elements of the Plan, including:

- ☐ Director of Works and Operations
- ☐ Manager of Works
- ☐ Assets and Risks Coordinator
- ☐ Director of Environment and Planning (DCP issues only).

The group will ideally meet every three months to discuss and report the progress of delivery of the Plan and discuss any relevant issues or opportunities for walking and cycling.

The Internal Working Group will then report to Council's Traffic Committee and subsequently Council's Operational Plan/Strategic Plan.

Implementation funding

Human resources alone will not allow the effective implementation of the PAMP and Bike Plan.

Council needs to commit to the allocation of funds in its future budgets to ensure the development and maintenance of appropriate infrastructure as recommended in this Plan.

Some possible funding opportunities (internal and external) are outlined on the following page, but it should be noted that they are not exhaustive and further opportunities may present themselves in the future.

8.2 Key partnerships

A number of stakeholders are key to the successful implementation of the Plan. These include:

Table 22. Key partnerships

| Stakeholder | Relationship |
|--|---|
| Local Government Road Safety Program | The program is a primary avenue for delivering Council's commitment to road safety |
| Roads and Maritime Services | Funding opportunities, partnership, advocacy and program support |
| Bicycle NSW | Funding and advocacy for cycling |
| Police Service | Promotion and regulation of road rules, reporting of crash data, education |
| Local business | Local business can promote existing pedestrian and cycle routes to locals and visitors |
| Local schools | Partner with local schools in the provision of education and awareness campaigns. Schools should be encouraging their students to walk and cycle to school and practice safe practices in regards to walking and cycling to school including the wearing of helmets and awareness of road rules |
| Cyclists, pedestrians and other path users | Users of Council's footpaths and shared paths are key in the successful delivery of the Plan, through obeying signage and being aware and courteous of other path users |
| Local media | To communicate positive messages to the community in regards to promote walking and cycling, safe cycling practices and road safety |
| The community | The general community can play a role in encouraging positive attitudes towards pedestrians and cyclists, as well as generally obeying road rules |
| Crookwell Business Chamber | Promotion of existing walking and cycling routes, associated infrastructure and events |

8.3 Funding opportunities

Funding for Council's walking and cycling initiatives can come from within Council, external funding bodies or a combination of both. Included below is a brief summary of existing and potential funding sources.

Internal funding

There may be areas within Council's existing budget where funds can be sourced to help implement some of the actions within this Plan.

Contributions or funds towards the pedestrian and bicycle network may come from projects such as:

- ☐ Footpath construction program
- ☐ Open space programs
- ☐ Major local road projects
- ☐ Council road maintenance and upgrade programs
- ☐ Section 94 and/or 94A contributions.

State and Federal Government funding programs

Funding is available for a variety of community based and cycling/safety programs/projects across a range of State and Federal Departments, including:

- ☐ Transport for NSW/Roads and Maritime Services
 - Active Transport (Walking and Cycling) Program
 - Local Government Road Safety Program
 - NSW Bike Week event funding.
- ☐ Australian Government
 - Regional Development Fund (RDAF)
- ☐ Department of Communities - Sport and Recreation
 - Sport and Recreation Participation Program: provides funding to not-for-profit organisations and local councils for projects designed to increase regular and ongoing participation in sport, recreation or structured physical activity
- ☐ Department of Education
- ☐ Department of Health.

Other

Public/private partnerships:

- ☐ Where there are opportunities for private investment in public infrastructure.

Community fund raising:

- ☐ Where funds are raised for an identified service or project.

8.4 Promotion plan

Promotion of walking and cycling can increase participation by raising awareness of their multiple benefits, such as a cheap and healthy alternative to car travel. Additionally, promotion activities can have a positive effect on behavioural aspects of interactions between pedestrians and cyclists and non-cyclists.

Some of the key outcomes of community and stakeholder consultation included:

- ☐ The need for education to improve awareness and respect between cyclists and motorists
- ☐ The need for documenting and making available to the community, a guide to walking and cycling in the Shire
- ☐ The need for Council to promote walking and cycling in the Shire for tourism benefits.

Marketing

Council should promote walking and cycling within the Shire through the ongoing publication of brochures/guides that map walking and cycling routes, list key destinations and end-of-trip facilities within the Shire. Such initiatives have been successfully implemented in other locations, where maps of popular walking and cycling routes have been created linking population centres with tourist destinations. Maps provide details of tourist spots, water and food stops, lookouts, emergency spares and caution points. Walk/ride length, estimated travel time and a difficulty rating have also been assigned to each route to encourage greater awareness and information for walking and cycling.¹

Council should continue to participate in and promote NSW Bike Week, through facilitating local events and workshops on topics such as bike maintenance and safe riding habits, in conjunction with local bike retailers.

Education campaign

As walking and cycling participation continues to increase, a focus on education campaigns will be needed, such as to support the growth in safe cycling and safe driving around cyclists.

Knowledge and awareness of cycling among cyclists and non-cyclists is key to:

- ☐ Elevating the status of cycling as a major transport mode
- ☐ Encouraging safe and courteous behaviour on shared paths
- ☐ Improving confidence among new cyclists
- ☐ Encouraging safer driver and cyclist behaviours on roads.

The following bicycle education programs are recommended to increase the knowledge and awareness that will address the above outcomes:

- ☐ Cycle skills training
- ☐ Local Discovery Rides
- ☐ Driver awareness education.

Cycle skills training

Improving cycling skills can improve cyclist safety by boosting confidence of riders and their ability to safely ride in a range of environments.

Improving the skills of new cyclists can provide the confidence needed to participate in cycling on a regular basis. The provision of regular, free cycle training is recommended. The training would benefit cyclists of a range of skill levels covering topics such as:

- ☐ Road rules
- ☐ Commuter cycling
- ☐ Children's basic training
- ☐ Adult beginner/refresher training
- ☐ Basic bicycle training
- ☐ Shared path etiquette and safety.

Local Discovery Rides

Bicycle NSW conducts regular discovery rides to enable local residents to discover local riding facilities and routes within their community. The rides provide a number of benefits and are valuable as:

- ☐ Local bicycle leaders guide the tours resulting in great local knowledge
- ☐ The rides show participants the best routes to key attractions including local shops, schools, business centres and community attractions
- ☐ The rides help participants to feel safer riding in their community and encourage greater cycling participation.

Local Discovery Rides will be particularly beneficial for community members who are not sure where they can cycle in the Upper Lachlan Shire.

Driver awareness education

The vulnerability of cyclists (both on and off the road) can be forgotten by drivers who benefit from the protection and comfort offered by their motor vehicle.

Driver awareness of cyclists and cycling issues can be elevated through:

- ☐ Council's road safety campaign
- ☐ Council support of relevant campaigns such as the Amy Gillett Foundation "a metre matters" campaign
- ☐ Implementation of warning and other signage as well as line marking on on-road cycling routes.

¹ How to Prepare a Bike Plan, NSW, 2010.



Appendix one

Definitions

| Term | Definition |
|--------------------------------|--|
| Active transport | Active transport includes non-motorised forms of transport involving physical activity, such as walking and cycling. It also includes the use of public transport as many of these trips include walking or cycling which can increase levels of physical activity (Villanueva et al, 2008). |
| End-of-trip facilities | End of trip facilities are designated places that support walkers and cyclists in using alternate ways to travel rather than driving and include secure bicycle parking, water, and access to toilets and amenities. |
| Kerb ramp | A kerb ramp is a solid ramp graded down from the top surface of a footpath to the surface of a street or road to assist pedestrians and cyclists in safe access. |
| Recreation pathway | A recreation pathway is a designated path for use primarily by people in their leisure time, rather than by commuters, and often links places of interest including parks and tourist destinations. |
| Pedestrian and cycling network | A cycling or pedestrian network is the combination of a number of individual paths that as a whole provide a connection to key destinations within a place, for recreation and transport. |
| Pedestrian treatment | Pedestrian treatments include a number of infrastructure solutions that allow a pedestrian to safely cross a road or street, including pedestrian crossings and pedestrian refuges. |
| Learn-to-ride facility | A learn-to-ride facility is an off-road facility that models a real road environment and seeks to teach the fundamentals of safe bicycle riding. |
| Footpath | A footpath is a formed and hardened pathway for the sole use by pedestrians. |
| Shared path | A path designed for many users including cyclists, people with prams and wheelchairs as well as pedestrians. The term shared path is used to describe a path that allows both cyclists and pedestrians. |
| Mobility impaired | A person who is unable to walk, or who is able to walk only short distances, because of loss of the use of one or both legs or other severe medical or physical handicap. |



Appendix two

Document review

Document review

A thorough literature review has been undertaken to set the scene for walking and cycling in the Upper Lachlan Shire. The review aims to assess current standards and practice for walking and cycling, the legislative framework within which they sit and new innovations for active transport. A brief summary of each relevant document is provided in the Literature Review Table below.

Table 23. Literature Review Table

| Ref | Document | Summary |
|------------------------|--|--|
| National context | | |
| N1 | Walking, Riding and Access to Public Transport - Supporting Active Travel in Australian Communities (2013) | Proposes a hierarchy for urban roads, which prioritises pedestrians and cyclists over private vehicles. The majority of urban roads are suitable to accommodate pedestrians on footpaths and cyclists on wide bicycle lanes on road or on shared paths |
| N2 | Creating Places for People - An Urban Design Protocol for Australian Cities | The Urban Design Protocol is a joint development of numerous community and industry organisations, States, Territories, local governments and the Australian Government. To create a liveable place, the protocol provides the "walkable" principle, which involves "places that are enjoyable and easy to walk and bicycle around" |
| N3 | National Cycling Strategy 2011-2016 | The <i>National Cycling Strategy</i> sets out a number of actions to achieve its vision of doubling cycling participation in Australia over the five years of the Strategy |
| N4 | Cycling Aspects of Austroads Guides | The <i>Cycling Aspects of Austroads Guides</i> is a one-stop document, which covers all the relevant cycling design guidelines for Australian roads. The document includes design criteria for on and off-road facilities, intersections, rail crossings and end-of-trip facilities |
| State/regional context | | |
| S1 | NSW Long Term Transport Master Plan, 2012 | The <i>NSW Long Term Transport Master Plan</i> is an extensive transport planning document, which sets the direction for planning of all forms of transport including walking and cycling. The Plan describes a coordinated approach to transport planning in NSW, which is integrated with land use planning to develop likely attractors and activity generators |
| S2 | NSW Bike Plan (2010) | The NSW Bike Plan is a visionary document that aims to make NSW "one of the world's best places to ride a bike." The Plan contains a number of actions and initiatives to support cycling in NSW |
| S3 | Cycling Safety Action Plan 2014-2016 | The <i>Cycling Safety Action Plan</i> acknowledges that safety is a major barrier to cycling in NSW. It attempts to address this issue by developing a number of actions to improve cycling safety through improved infrastructure, improved use of safety equipment, safe and compliant behaviours and safer bicycles |
| S4 | Planning Guidelines for Walking and Cycling (2004) | The Guidelines were developed in 2004 to assist land-use planners and other professionals to incorporate walking and cycling into their relevant planning processes. Of particular relevance to the Upper Lachlan Shire PAMP and Bike Plan are the suggested bicycle parking provision rates for different land-use types. These could be included in Council's DCP to encourage cycling |
| S5 | Transport for NSW Disability Action Plan 2012-2017 | The <i>Disability Action Plan</i> highlights the importance of a well designed pedestrian environment, which offers safe and comfortable travel for people with limited mobility or other disability. There is a heavy focus on providing good access to public transport as part of the disability action plan |
| S6 | Development & Active Living - Designing Projects for Active Living (2010) | The <i>Development and Active Living</i> document is targeted at Strategic Planners preparing Development Control Plans (DCPs), land use and transport strategies and other policy documents. The guide contains a number of considerations to be included in the Development Application (DA) process to address five principles of active living. This resource is a valuable asset, which should be considered for use by the Upper Lachlan Shire Council to integrate into the DCP |

| Ref | Document | Summary |
|---------------|--|---|
| S7 | NSW Guidelines for Bicycle Road Races 2004 | The guidelines outline the process for obtaining approval to conduct bicycle racing on roads and highways within New South Wales. These guidelines address bicycle racing and the bicycle component of multi sport races only, and do not address non-competitive bicycle rides such as charity and promotional rides. |
| Local context | | |
| L1 | Upper Lachlan Shire Local Environmental Plan 2010 | Council's Local Environmental Plan outlines the essential services required to be provided within a development. The provision of footpaths and associated infrastructure will be considered in future LEP reviews. |
| L2 | Section 94A Development Contributions Plan 2012 Upper Lachlan Development Contributions Plan 2007, 2010 | Council's scope of service delivery includes roads and public works, planning, building control and preservation, parks and environmental conservation, community services, recreation and culture, and employment access. Council's future capital works program for delivery of facilities and services, and the administration of development contributions, is in accordance with Council's statement of intent. The Plan is largely silent on the provision of pedestrian and cycling network infrastructure within the road and public works network. |
| L3 | Upper Lachlan Strategy Vision 2020, 2009 | The Upper Lachlan Shire Strategy Vision 2020 was developed to guide the ongoing sustainable management of land decisions to 2020. The Strategy identifies the previous PAMP and Bike Plan and highlights the need to integrate cyclist and pedestrian linkages and facilities into future road network plans. |
| L4 | Social and Community Plan 2013-2018 | The <i>Social and Community Plan</i> is based on the guiding principles of social justice and sustainability, with the community heavily involved in its development. The Plan identifies the interests of a number of target groups. Public transport is raised for a number of target groups, however is largely silent on active transport such as walking and cycling |
| L5 | Upper Lachlan Shire Council Pedestrian Access Mobility Plan (PAMP) and Bike Plan 2005 | The Plan focuses on pedestrian and cycling infrastructure by providing guidelines for design and recommends a number of improvements to the existing network. The current Plan will build upon the strategies and recommendations made in the previous PAMP and Bike Plan |
| L6 | Upper Lachlan Ageing Strategy 2013 | Relevant to the PAMP and Bike Plan, the strategy identifies outdoor spaces, buildings and infrastructure as a priority area; with well maintained pavements, free of obstructions and reserved for pedestrians; non-slip pavements, that are wide enough for wheelchairs and provide dropped curbs to road level; pedestrian crossings are sufficient in number and safe for people with different levels and types of disability; cycle paths are separate from pavements and other pedestrian walkways; buildings are well-signed outside and inside, with sufficient seating and toilets, accessible elevators, ramps, railings and stairs, and non-slip floors. |
| L7 | Footpath Usage Policy 2007 | The Policy stipulates Council's requirements for the use of footpaths for outdoor dining, commercial and other activities by businesses and organisations. Relevant objectives of the Policy to the PAMP and Bike Plan are: To allow pedestrians ease of access along footpaths; To provide for the safe movement of pedestrians; and To facilitate businesses to improve disabled access. |



Appendix three

Facility trends

Path classification and design standards

This section addresses the classification of different cycling path types and the design standards required for each path type. In the event of any inconsistencies between the standards identified in this document and Council's engineering guidelines, the standards identified in Council's engineering guidelines prevail.

Type of bicycle facility required

The type of bicycle facility required will depend on a number of factors, including the hierarchy of the route and the type of cyclist likely to use such a route. However, the most important factor to consider for urban cycling routes is the characteristics of adjacent motor vehicle traffic. Austroads and RMS suggest that guidelines for deciding on the type of facility required should be based on the speed of traffic and the number of vehicles present on adjacent roads. The guide is shown visually below and is based on best-practice studies from the Netherlands and other sources.

The guide suggests that generally 40km/hr streets will be suitable for mixed traffic (except where there is a very high amount of traffic). 50-60km/hr streets are often suitable for bicycle lanes/shoulders (depending on the traffic level). Streets that are 80km/hr or higher will usually require separated paths¹. These principles are intended as a guide only and it may not be possible to include the recommended facility in every situation.

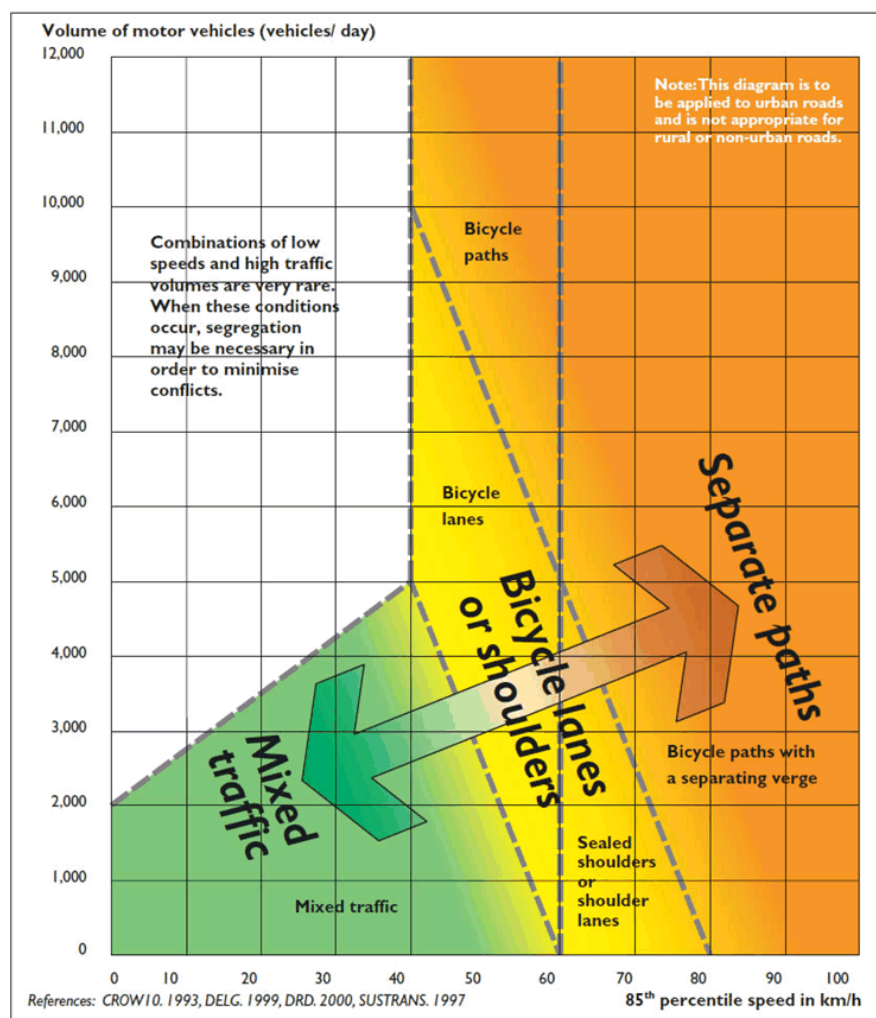


Figure 14. Type of bicycle facility required

¹ Austroads. (2014). *Cycling Aspects of Austroads Guides; Roads and Maritime Services. (2005). NSW Bicycle Guidelines.*

On-road facilities

Bicycle lane (exclusive bicycle lane or bicycle shoulder lane)

On-road facilities provide visually separated operating space for the use of cyclists on roads. They are used to define bicycle routes where the prevailing road speed and traffic volume requires a degree of separation. Both exclusive bicycle lanes and bicycle shoulder lanes share the same recommended path widths and these are provided in the table below. Bicycle lanes should be provided on both sides of the road where possible.

Exclusive bicycle lanes are generally preferred to shoulder lanes in urban areas, with a higher volume of traffic, while shoulder lanes are preferred in rural areas where there are lower volumes of traffic. Aside from the speed of motor traffic, designers should also consider the number of cyclists, the volume of large vehicles, the ability to make space available and physical and budgetary constraints when deciding an appropriate lane width.

Table 24. Recommended bicycle lane dimensions¹

| Road posted speed limit (km/hr) | Lane width (m) | | |
|------------------------------------|----------------|-----------|-----------|
| | 60 | 80 | 100 |
| Desirable | 1.5 | 2.0 | 2.5 |
| Acceptable range | 1.2 - 2.5 | 1.8 - 2.7 | 2.0 - 3.0 |

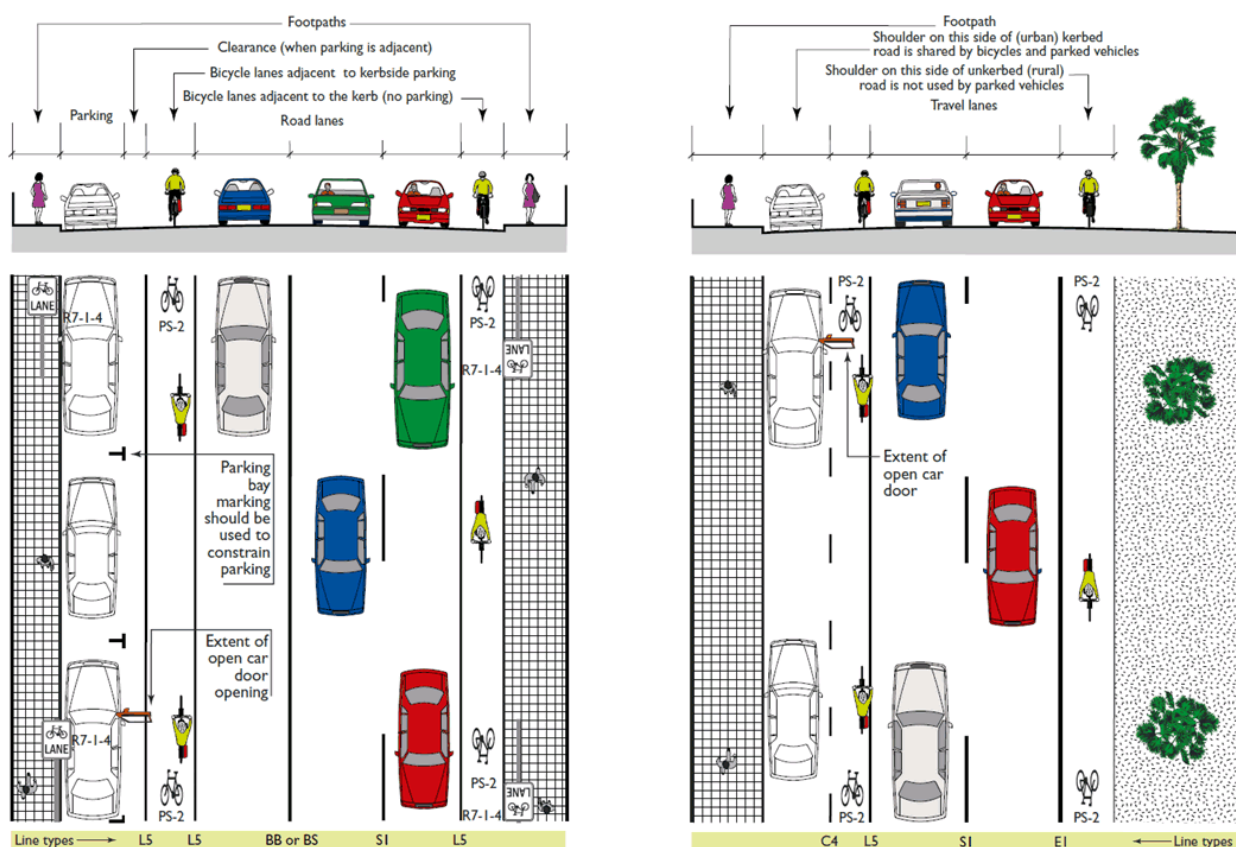


Figure 15. Exclusive bicycle lane (RMS - NSW bicycle guidelines)

¹ Austroads. (2014). *Cycling Aspects of Austroads Guides*.

Mixed traffic street (wide kerbside lanes or tight profile)

Mixed traffic streets are often common in urban areas with low traffic speeds and volumes. Mixed traffic streets can be wide kerbside lanes which provide room for motorists to safely pass cyclists. It is preferable to only include wide kerbside lanes in traffic speeds of up to 60km/hr. Roads, which contain higher traffic speeds should generally include bicycle lanes for on-road cycling. Where this is not possible, roads up to 80km/hr may be used for wide kerbside lanes, with a preferred lane width of 4.5m.¹

Mixed traffic streets can also be provided in a narrow cross section road (tight profile). These are generally provided for in low speed, low traffic environments. In the narrow cross section roads the speed limit should be 50km/h or less with no room for motorists to overtake cyclists. Lanes with a critical width of 3.3 - 3.7m should not be used in mixed traffic situations as they encourage dangerous overtaking by motorists. RMS recommends PS-2 pavement symbols for mixed traffic streets to be placed every 50m-75m and before and after intersections.²

Table 25. Recommended mixed traffic street dimensions³

| Profile and road posted speed limit (km/hr) | Lane width (m) | |
|---|------------------|----------------|
| | Narrow (50km/hr) | Wide (60km/hr) |
| Desirable | 2.7 | 4.2 |
| Acceptable range | 2.5 - 3.3 | 3.7 - 4.5 |



Figure 16. Wide kerbside lane (City of Newcastle)

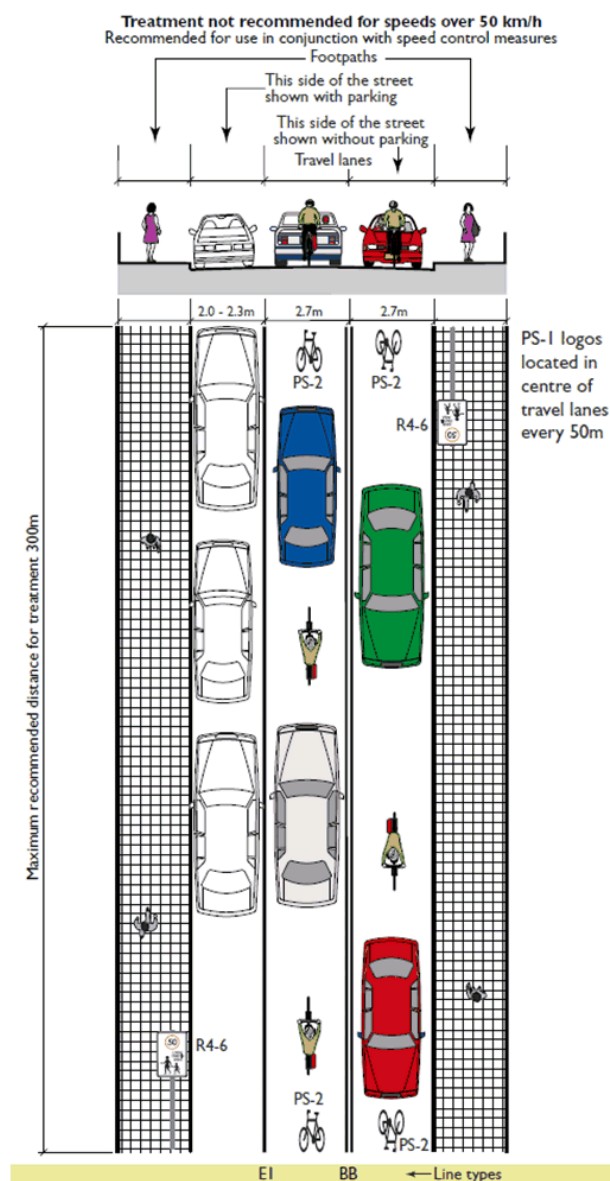


Figure 17. Mixed traffic - tight profile (RMS - NSW bicycle guidelines)

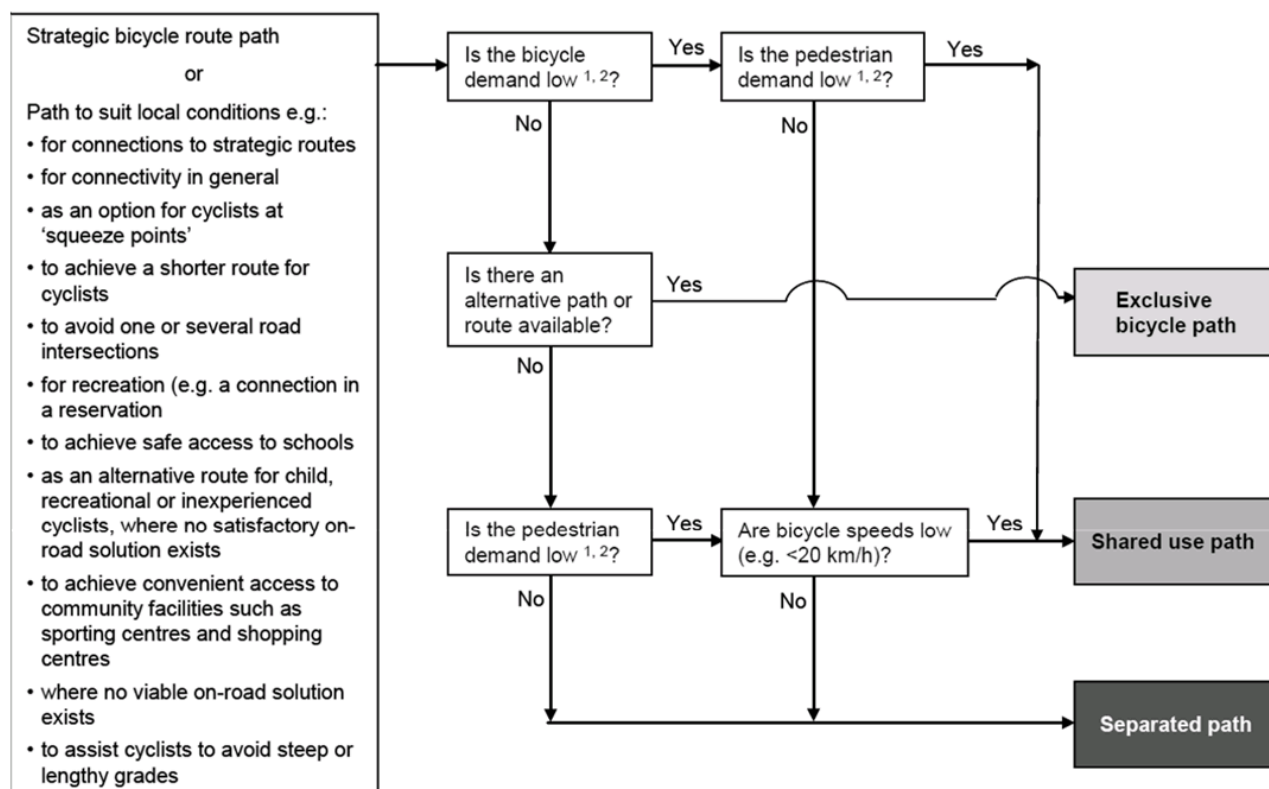
- 1 Austroads. (2014). *Cycling Aspects of Austroads Guides*.
- 2 Roads and Maritime Services. (2005). *NSW Bicycle Guidelines*
- 3 Austroads. (2014). *Cycling Aspects of Austroads Guides*; Roads and Maritime Services. (2005). *NSW Bicycle Guidelines*

Off-road facilities

Off-road cycling facilities provide routes that are separated from motor vehicle traffic. These can take the form of:

- ☐ Exclusive bicycle paths
- ☐ Shared paths
- ☐ Separated paths.

The diagram below from Austroads suggests where off-road cycling facilities are appropriate and delivers a method for selecting the appropriate path type. The majority of routes in Upper Lachlan are expected to be suitable for shared path use. The level of demand for each route should be assessed separately. However, generally speaking the demand for each path from pedestrians and cyclists is expected to be moderate enough to allow shared path implementation with minimal conflict between users.



1 The level of demand can be assessed generally on the basis of the peak periods of a typical day as follows:

- a. Low demand: Infrequent use of path (say less than 10 users per hour)
- b. High demand: Regular use in both directions of travel (say more than 50 users per hour).

2 These path volumes are suggested in order to limit the incidence of conflict between users, and are significantly lower than the capacity of the principal path types.

Source: Austroads (2009f) Figure 2.1.

Figure 18. Selection guide for off road bicycle route types (Austroads - Cycling Aspects of Austroads Guides)

Shared path

A path designed for many users including cyclists, people with prams and wheelchairs as well as pedestrians. The term shared path is used to describe a path that allows both cyclists and pedestrians. Austroads suggests that shared paths are appropriate where:

- ☐ Demand exists for both a pedestrian path and a bicycle path but where the intensity of use is not expected to be sufficiently great to provide separate facilities
- ☐ An existing low-use path can be satisfactorily modified (e.g. by appropriate width and signage) to provide for cyclists.¹

Shared paths can be provided for in a road reserve with physical separation from motor vehicle traffic by a median strip, verge or kerb. They can also be provided outside the road reserve in locations such as parks, drainage easements or reserves. Where the shared path is on a regional route, consideration should be given to prioritising the route over low volume side streets.² The recommended shared path dimensions are provided in the table below. Although the minimum recommended width is 2.5m it is noted that a lesser width (2.0m - 2.5m) may be adopted in certain circumstances, where volumes and speeds remain low.

Table 26. Recommended shared path dimensions³

| Path type | Path width (m) | | |
|------------------|-------------------|---------------|-------------------|
| | Local access path | Commuter path | Recreational path |
| Desirable | 2.5 | 3.0 | 3.5 |
| Acceptable range | 2.5* - 3.0 | 2.5* - 4.0 | 3.0* - 4.0 |

* A lesser width should only be adopted where cyclist volumes and operational speeds will remain low.

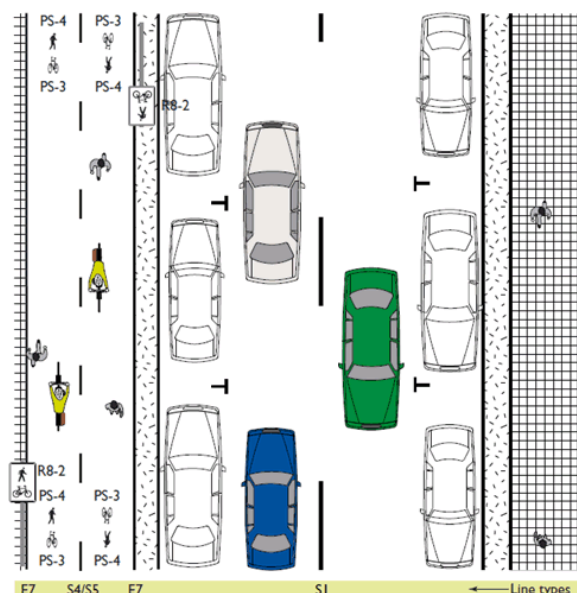
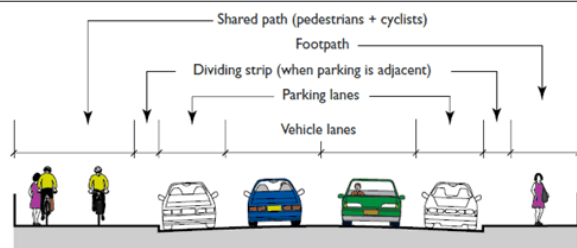


Figure 19. Shared path in a road reserve (RMS - NSW bicycle guidelines)

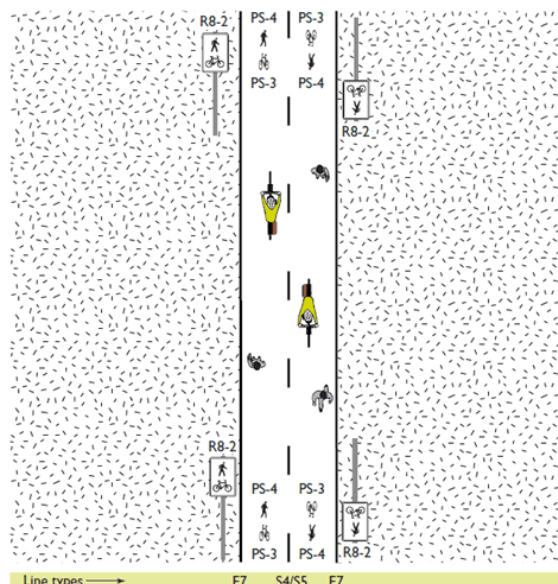
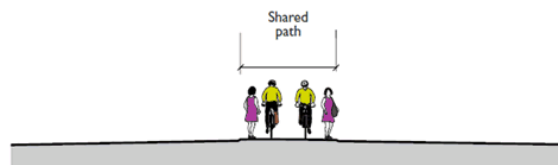
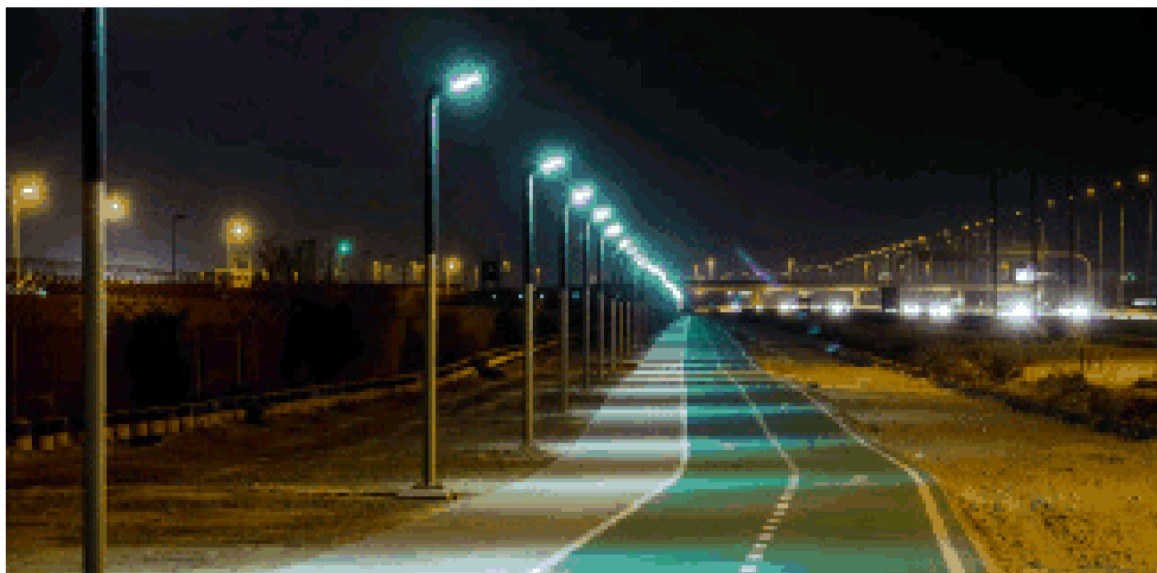


Figure 20. Shared path in a non-road reserve (RMS - NSW bicycle guidelines)

- 1 Austroads. (2014). *Cycling Aspects of Austroads Guides*.
- 2 Roads and Maritime Services. (2005). *NSW Bicycle Guidelines*.
- 3 Austroads. (2014). *Cycling Aspects of Austroads Guides*.

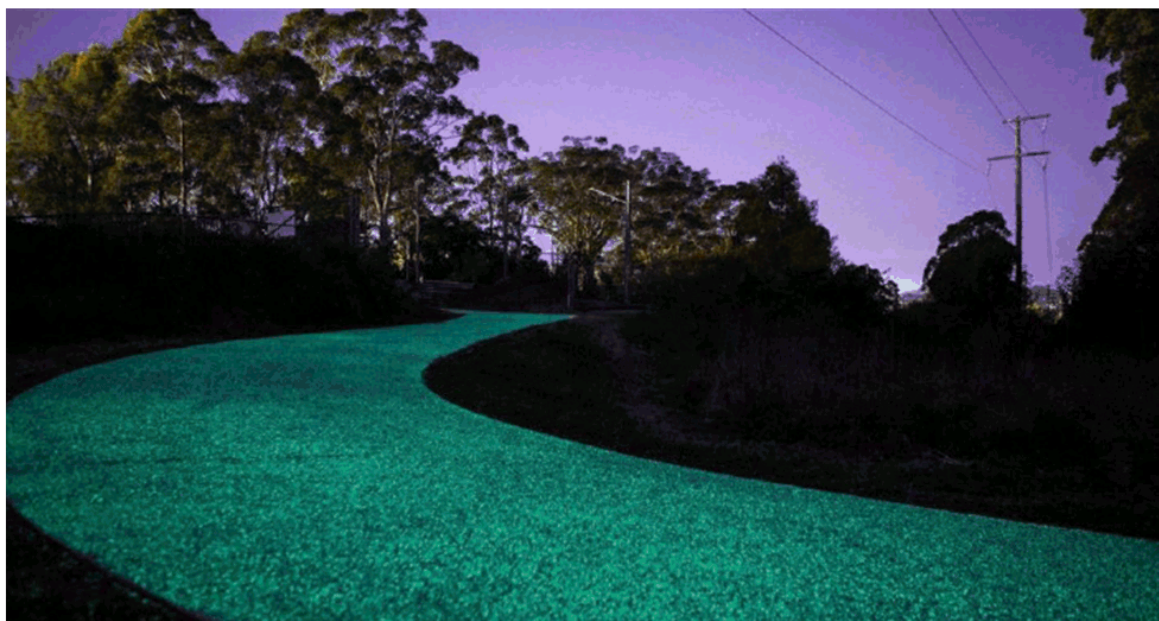
Lighting

Lighting should be provided on paths where there are large number of users in periods of darkness. The type of lighting used will depend on a number of factors including the number of users expected on the path, the proximity of residential or other sensitive uses and the presence of wildlife nearby. For all new lighting installations in the Upper Lachlan Shire, reference should be made to AS 1158.3.1-2005 for design standards¹.



Glow in the dark paths

A new technology is allowing the provision of glow in the dark paths as an alternative to street lights. These paths negate the need for electricity, and are thought to reduce the impact on native fauna. The footpath contains minerals which absorb ultraviolet light during the day so a soft glow is emitted at night. The paths have recently been developed in Gosford and Canberra.


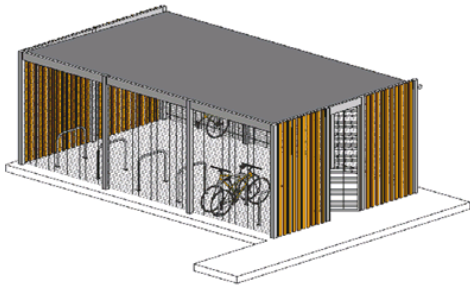



¹ AS/NZS 1158.3.1:2005 Lighting for Roads and Public Spaces - Pedestrian Area (Category P) lighting - Performance and Design Requirements

End-of-trip facilities

Bicycle parking should be provided for cyclists in key destinations. Approximately 25% of respondents to the community survey cited that a lack of end-of-trip facilities discouraged them from cycling. Bicycle parking facilities should be provided within 100m of common commuting or recreational destinations. These include schools, shopping centres, parks and work places. The exact location of parking facilities at each destination is vital and convenience is the most important factor to consider when choosing a location. The classification of bicycle parking facilities is provided below along with examples of best practice.

Table 19. Classification of bicycle parking facilities¹

| Security level | Description | Safety features | Typical applications | Best practice example |
|----------------|---|---|---|--|
| A | Individual locker with a high security locking mechanism | Highly visible, publicly accessible, well lit and close to the modal change point | Busy transport hubs |  |
| B | A secure room or structure, protected from the weather, containing bicycle parking devices that allow users to lock the bicycle frame and both wheels | Direct surveillance may be necessary to reduce the level of theft among users (e.g. CCTV). Should be located as close to the entrance/exit as possible and in well lit areas where passive surveillance is likely | Destination parking (nearby to where a cyclist works, lives or studies), all day parking (workplace, school, university), transport hubs, multi-dwelling developments |  |
| C | Bicycle rails or racks to which both the bicycle frame and wheels can be locked | Located in well lit areas where passive surveillance is likely. Facilities should be located as close as practicable to the user's destination | Short term parking only e.g. retail, libraries, gyms, parks |  |

It is expected that security level C will be the most commonly required bicycle parking facility in the Upper Lachlan Shire. The design of this type of facility typically matches that seen in the best practice example above. However, artistic designs are encouraged and involving the community in these designs is also beneficial as a great way to encourage community involvement in creating a sense of place in the Shire. This practice of community design of bicycle parking has been successfully implemented in other towns and could also be successful in the Upper Lachlan Shire, where more bicycle parking is required.

¹ AS 2890.3:2015 Parking facilities - Bicycle parking

All of the existing cycling/shared path crossings in the Upper Lachlan Shire are unsignalised crossings. Unsignalised crossings on low volume streets (less than 3000 vpd) requires no refuge and a straight crossing of the road using kerb ramps and a suitable terminal treatment is sufficient. In some cases it may be suitable to provide cyclist (and pedestrian in the case of shared paths) priority. Where a significant path that has an important network role crosses low-volume local streets, vehicle priority can provide an inferior riding experience. In this case an opportunity exists to provide cyclist/pedestrian priority, while simultaneously providing a traffic control device. An example of the preferred treatment can be seen below and involves a raised path crossing in conjunction with give way sign controls to regulate road traffic.



Pedestrian crossings

Part 4 of the *Austrroads Guide to Road Design* provides guidance on the design of intersections and crossings. The type of crossing used depends on the specific conditions present within a street. There are no signalised crossing options in the Upper Lachlan Shire, therefore the best practice research here focuses on non-signalised crossing options.

The Austrroads guidelines state that pedestrian zebra crossings are usually only suitable in low-speed environments (less than or equal to 50km/hr) on local residential streets, collector roads where speeds are constrained, in shopping centre car parks and multi-level car parks. The zebra type crossing should also be considered at arterial road roundabouts with high pedestrian usage.

Safety issues with pedestrian zebra crossings can arise as pedestrians assume right of way on the crossing and take less caution than at other crossing points. However, it is clear that pedestrian zebra crossings still provide an important role, particularly for less mobile pedestrians who take longer to cross the road.

Another important consideration for pedestrian crossings is visibility. Sight distance can be improved through footpath extensions and lighting for night time. Where visibility is poor, consideration should be given to providing flashing yellow lights at a zebra crossing.

Alternatives to pedestrian zebra crossings include traffic islands and pedestrian refuges. There are a range of designs of these types of crossings.










Signage

On-road signs







The following tables identify the signage types to be utilised within the bicycle network and provides a hierarchy of on-road signs based on the application within the network.

Table 20. On-road signage

| Sign name | Sign number | Sign | Application |
|-------------------------------|-------------|---|--|
| Regulatory signs | | | |
| Bicycle Lane | R7-1-4 |  | To be used at the beginning of an exclusive bicycle lane and at extra locations with spacing of the signs not more than 500m. |
| AHEAD | R7-2 |  | Optional advance notice of a bicycle lane to be used where required. |
| END | R7-4 |  | To be used at the end of a bicycle lane. |
| BICYCLES EXCEPTED | R9-3 |  | To be used in conjunction with other regulatory signs where the use of bicycles is permitted contrary to the regulatory requirement, e.g. NO ENTRY, No Right (or Left) Turn. |
| Warning/guidance signs | | | |
| Bicycle Warning | W6-7 |  | Used to warn motorists of the presence of bicycles on the road where cyclists may be at risk. These can also be supplemented with NEXT x km (W8-17-1) plates or NEXT x m (W8-17-2) plates. |
| WATCH FOR Bicycles | G9-57 |  | To be used at road narrowings or other squeeze points where bicycles may potentially come into conflict with motor traffic. |
| ALL BICYCLES | G9-60 |  | To be used at any point where it is required to direct cyclists from the road to a particular route or path. |

Off-road signs

Table 21. Off-road signs

| Sign name | Sign number | Sign | Application |
|-------------------------------|-------------|---|--|
| Regulatory signs | | | |
| GIVE WAY | R1-2 |  | To be used on a bicycle path or shared path where they meet a road crossing. A give-way line may also be used to reinforce the need to give way to road traffic. A smaller sign is used on paths than those used on roads (see AS1742.9-2000). |
| Bicycle path ONLY | R8-1 |  | Used on a path designated to cyclists only. |
| Shared path | R8-2 |  | To be used to designate a path for pedestrians and cyclists. |
| Separated path | R8-3 |  | To be used to designate a route where cyclists and pedestrians travel on separate paths. |
| Warning/guidance signs | | | |
| Pedestrian warning | W6-1 |  | To be used where any path is about to cross a path used by the relevant user group, e.g. a pedestrian warning sign would be used on a shared path where it is about to cross a pedestrian footpath. |
| Bicycle warning | W6-7 | | |
| Bicycle/pedestrian warning | W6-9 | | |
| ROAD AHEAD | W6-8 |  | Used to inform cyclists travelling along an off-road path that the path is about to cross or end at a road and the presence of the road is not obvious. |

Shared path behavioural signage

Shared paths carry the benefits of being able to serve two user groups: pedestrians and cyclists. However, conflicts between these two groups can occur, particularly on high use paths. Behavioural signage is an effective way of managing these conflicts and educating users of paths to be aware of other users.

The Department of Transport and Main Roads in Queensland has developed a suggested hierarchy for the implementation of signage on shared paths, which is provided below.

Table 22. Shared path behavioural signage hierarchy¹

| Level | Level of usage | Recommended installation |
|---------|---|---|
| Level 1 | Basic requirement of all shared paths. Low use and few reported conflicts | Path centre line and pavement symbols. See MUTCD* Part 9 for path line marking recommendations |
| Level 2 | Moderate path use and number of reported conflicts | As for Level 1 plus group signs (Figure (e) or (g), right) at key locations and sign columns (Figure (f), right) at min 500m spacings |
| Level 3 | High path use and number of reported conflicts | As for Level 2 plus additional single or grouped behavioural signs according to the type and level of reported and observed conflicts |

*Manual of Uniform Traffic Control Devices

It is intended that this hierarchy be implemented from the bottom-up. That is, Level 1 signage should be adopted on the shared path to begin with. Some time after these have been implemented, observations or feedback from users should be sought to ascertain the number of conflicts present. If necessary, Level 2 signage should then be used and Level 3 measures if required thereafter.



(a) Keep Left sign (G9-259-1)



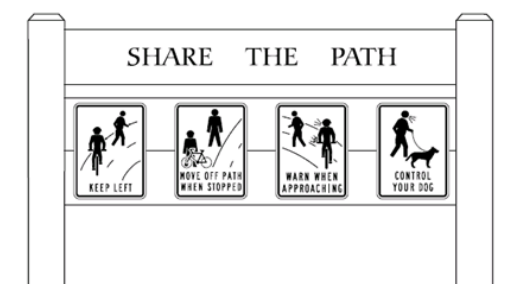
(b) Warn When Approaching sign (G9-259-2)



(c) Move Off Path When Stopped sign (G9-259-3)



(d) Control Your Dog sign (G9-259-4)



(e) Preferred group sign for path entry or major path access points.



(f) Level 2 sign column



(g) Alternate layout of group sign for where space is limited

¹ Department of Transport and Main Roads (QLD). A guide to signing cycle networks, 2009.

Figure 21. Shared path behavioural signage

Directional signage

Pedestrian and bicycle network signage is an important function that improves connectivity and coherence for walkers and cyclists. Directional signage for walking and cycling should be totally separate from the road system signage to avoid conflict or confusion. Australian Standard AS1742.9 Manual of Uniform Traffic Control Devices should be used for guidance on directional signage. The Standards provide requirements and recommendations on the colour and reflectorization of signs, legend size, directional indication, layout design and the location of signs.

The NSW Bicycle Guidelines (RMS 2005) also set out desired directional signage for cycling. The system for directional signage should be closed, meaning if a location is displayed on a sign it should be displayed on every sign thereafter until the destination has been reached. Destinations to include on directional signage include:

- ☐ Cities
- ☐ Towns
- ☐ Regional centres
- ☐ Identifiable precincts
- ☐ Important recreational destinations (e.g. major parks, waterways).

Reference should be made to the NSW Bicycle Guidelines for more detailed information on the implementation of directional signage. This information includes an appropriate measuring system, the selection of appropriate destinations and visibility of signage.

An extract of the RMS guidelines is provided on the following page displaying recommended examples of signs to be used. One important tool that is not displayed in these examples is the use of a brown coloured sign for directions to tourist facilities or points of tourist interest (a recommendation of the Australian Standard AS1742.9 Manual of Uniform Traffic Control Devices).

Alternate signage

In addition to a network of uniform directional signage, opportunity exists for the installation of localised signage showcasing local artworks and creative forms. The use of alternate signage can enhance the formal signage network through way-finding and providing an interesting visual place marker, useful for both locals and visitors to an area.

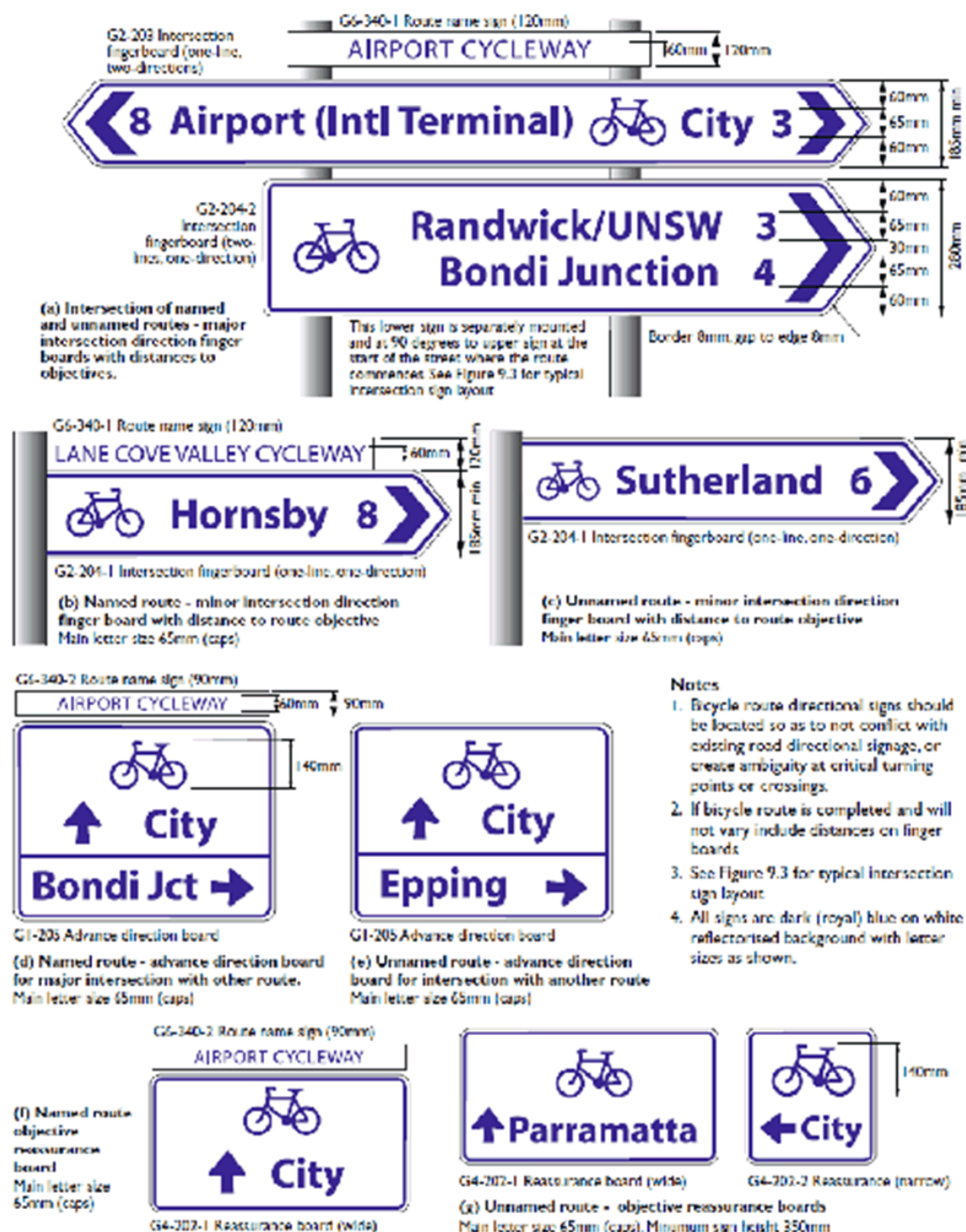


Figure 22. Bicycle network route directional signage (RMS, NSW Bicycle Guidelines, 2005)



From: Michael Coley <michael.coley@bigpond.com>

Date: 4 Jul 2017 2:46 PM

Subject: Re: Submission to Upper Lachlan Shire Council - PAMP and Bike Plan

To: Carly Prenzler <carly@rossplanning.com.au>

Thank you for the opportunity to give further feedback on your PAMP and bicycle report.
Our comments are:

PAMP

We note the proposed extension to GUN06, Warrataw Street pedestrian access to the Showground. This will improve access to the tennis courts as well as the skate park.

Thank you for acknowledging in your map the existing pathways in the Showground and how you think your plan would link in.

We note that the overall structure you propose is largely unchanged but you acknowledge the need to link to the Showground's various entrances, including Park Street, which we consider to be an improvement.

We remain concerned about the Priorities implicit in the proposals. It would appear that it will be a long time before the main plan for Gunning (especially GUN02 to 04) gets a foothold. GUN06, Warrataw Street, should especially have higher priority to improve access from Yass Street to the Showground.

Finally, we consider that the report's analysis of the Showground's location, role and importance to PAMP in Gunning should specifically support in principle any future bid we might make to improve access within the Showground to improve links to your proposed projects.

Michael Coley

Secretary, Gunning Shire Hall and Showground Committee

0417 663 045

(A/h 02 4845 1566)

On 28 Jun 2017, at 15:04, Carly Prenzler <carly@rossplanning.com.au> wrote:

Hi Michael

Thank you for your submission on the Upper Lachlan Shire Council draft PAMP and Bike Plan on behalf of the Gunning Shire Hall and Showground Committee.

As discussed on the phone just now, I have attached an updated map of the proposals for Gunning which includes marking of the Shire Hall and the existing (higher level) recreational pathways within both the Showgrounds and Barbour Park.

In relation to the main points within your submission, I have attempted to provide comment for each below:

1. Committee Comment - GUN01: new concrete path on Nelanglo Street from Yass Street to Copeland Street: we support this proposal but as will be noted below, we are surprised that the proposed recreational circuit

(GUN03, GUN04, GUN09 and GUN10) does not link with this proposal.

ROSS Planning Comment – Whilst there is no continuous link proposed that connects GUN01 to GUN03, GUN04, GUN09 and GUN10, we feel that the combination of existing and proposed footpaths, shared paths and recreational paths does in fact provide for a continuous circuit for walkers and cyclists within Gunning (including the showgrounds and Barbour Park). Within this circuit, it is acknowledged that there are a number of road crossings, however these are inevitable.

2. Committee Comment - GUN03, GUN04, GUN09 and GUN10: this proposed recreational circuit is admirable as far as it goes, but it suffers from three major deficiencies:

- It neglects the existence of the existing recreational pathways in the Showground;

ROSS Planning Comment – As mentioned on the phone, the PAMP and Bike Plan has been largely developed around the road and street network with connections to open spaces. I have however mapped the higher level recreational pathways that existing both within the Showgrounds and Barbour Park for your reference.

3. • It provides no comprehensive link from the proposed recreational circuit to the Showground; and

ROSS Planning Comment - As per ROSS Planning's comment to #1 above, the combination of existing and proposed footpaths, shared paths and recreational paths does in fact provide for a continuous circuit for walkers and cyclists within Gunning (including the showgrounds and Barbour Park). See attached map.

4. • It provides no link between the two public open spaces in Gunning, the Showground and Barbour Park.

ROSS Planning Comment - As per ROSS Planning's comment to #1 above, the combination of existing and proposed footpaths, shared paths and recreational paths does in fact provide for a continuous circuit for walkers and cyclists within Gunning (including the showgrounds and Barbour Park). It requires the user to cross Yass and Warrataw Streets, however this is inevitable (see attached map).

5. Committee Comment - GUN06: develop a kerb ramp on Warrataw Street at Copeland Street: we support this proposal but recommend that the pathway from Yass Street along Warrataw Street be extended to improve access to the Showground from

Warrataw Street. This aspect is also relevant to access to the Skate Park, which is located in the Showground.

ROSS Planning Comment – Noted, the proposed footpath (GUN08) has been extended to line up with the existing pedestrian access to the showgrounds on Warrataw Street (see attached map).

6. **Committee Comment** - GUN07: disabled parking spaces: we suggest that consideration be given to establishing one or two disabled parking spaces on Copeland Street adjacent to the Shire Hall.

ROSS Planning Comment – The entrance to the Shire Hall is located off Copeland Street within the existing carpark and access road. It is thought that these spaces would be best accommodated in this area to reduce the distance for disabled patrons and their carers to access the building from the car park.

It would be great if you were able to print out the attached map and mark any additional improvements as per your comments and return via email early next week. Alternatively the staff at the Gunning Shire office may be able to assist in scanning it and returning it to us.

If you have any questions regarding the above, please call myself or Dion on the number provided below.

Kind Regards

Carly Prenzler Senior Consultant
Monday, Tuesday and Wednesdays
(07) 3901 0730
carly@rossplanning.com.au



***TARALGA & DISTRICT PROGRESS
ASSOCIATION***

c/- 23 Orchard Street, TARALGA, N.S.W., 2580

taralga.progress.association1@gmail.com

ABN: 39 485 971 802

*PRESIDENT: Don McKay
Ph: 4840-2699*

*SECRETARY: Prue Burfitt
Ph: 4840-2558*

19th June, 2017

Mr. J.K. Bell,
General Manager,
Upper Lachlan Shire Council,
P.O. Box 42,
GUNNING NSW 2581

Ref: Draft Pedestrian Access Mobility Plan and Bike Plan

Dear Mr. Bell,

With relation to the above referenced Draft Plan, the Taralga & District Progress Association members recommend the priority walking/cycling route for the Taralga Village be:

TAR01 – Orchard Street, Footpath

TAR02 – Bunnaby & Macarthur Streets, Footpath

TAR05 – Walsh Street, Recreational Path

This would be a natural progression from the main street, Orchard Street down to the Taralga Showground.

The remaining referenced paths be ranked as listed on the proposed plan.

Yours sincerely,

Don McKay
President
Taralga & District Progress Association

etc.

thanks

BT

From: GUY THOMPSON [<mailto:guythompson@mac.com>]

Sent: Tuesday, 23 May 2017 3:01 PM

To: Tina Dodson <TDodson@upperlachlan.nsw.gov.au>

Subject: PAMP Plan submission.pdf

Dear Tina,

Further to our discussion around the PAMP plan for Gunning, I would like to make the following submission...

Our 48 lot residential development approval in Gunning will significantly increase the number of new dwellings and residents in Western Gunning.

Our main entry is via Cooper street with a secondary pedestrian only footpath connecting to Yass street (as marked on the attached plan)

The Pamp proposal on exhibition provides for a link to the west (GUN03) connecting to the CBD.

We would suggest extending the scope of GUN03 to include one side of Cooper street wrapping around to the Yass street pedestrian way* (as marked on the attached plan).

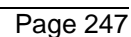
(*Yass street extension could be future?).

The only request we would make is that if a sidewalk is to be located on the western side of Cooper Street (fronting our development) that the footpath location would still allow for the installation of street trees. We don't want to be forced to site these street trees under the existing electricity lines.

As an alternative, a path down Yass street to connect to GUN 01 would also be functional and beneficial for this development but in my opinion it would serve less existing dwellings.

We await your revised plans and should a path be adopted along Cooper street, we will ensure our sidewalk connects from within the development.





11 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

| | | |
|------|--|-----|
| 11.1 | Investments for the month of June 2017 | 250 |
| 11.2 | Bank Balance and Reconciliation - 30 June 2017 | 254 |
| 11.3 | Rates and Charges Outstanding for the month of June 2017 | 256 |
| 11.4 | Cost Shifting Survey 2015/2016 | 258 |
| 11.5 | Council Delivery Program Review 2016/2017 | 270 |
| 11.6 | Library Quarterly Report | 291 |

Finance and Administration - 20 July 2017

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

FILE REFERENCE **I17/341**

AUTHOR **Manager of Finance and Administration**

ISSUE

Council Investment Portfolio Register as at 30 June 2017.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

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

REPORT

Investments to 30 June 2017

| Investment Institution | Type | Investment Face Value | Interest Rate | Term Days | Maturity Date | Interest Due |
|------------------------|------|-----------------------|---------------|-----------|---------------|--------------|
| CBA | Call | \$1,800,000 | 1.45% | N/A | 30-06-17 | \$2,153.15 |
| Bank of Qld | TD | \$600,000 | 2.80% | 350 | 02-08-17 | \$16,109.59 |
| Bank of Qld | TD | \$800,000 | 2.50% | 89 | 21-08-17 | \$4,876.71 |
| Bank of Qld | TD | \$1,200,000 | 2.50% | 91 | 06-09-17 | \$7,479.45 |
| Bank of Qld | TD | \$900,000 | 2.65% | 215 | 18-10-17 | \$14,048.63 |
| Bank of Qld | TD | \$1,000,000 | 2.65% | 229 | 25-10-17 | \$16,626.03 |
| Bank of Qld | TD | \$1,000,000 | 2.75% | 364 | 31-01-18 | \$27,424.66 |
| Bankwest | TD | \$800,000 | 2.55% | 112 | 12-07-17 | \$6,259.73 |
| Bankwest | TD | \$800,000 | 2.24% | 42 | 19-07-17 | \$2,062.03 |
| Bankwest | TD | \$1,500,000 | 2.50% | 84 | 23-08-17 | \$8,630.14 |
| Bankwest | TD | \$700,000 | 2.45% | 98 | 27-09-17 | \$4,604.66 |
| Bankwest | TD | \$900,000 | 2.45% | 168 | 06-12-17 | \$10,149.04 |
| Bendigo Bank | TD | \$1,200,000 | 2.70% | 364 | 16-08-17 | \$32,311.23 |
| Bendigo Bank | TD | \$1,000,000 | 2.50% | 182 | 23-08-17 | \$12,465.75 |

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

| | | | | | | |
|--------------|----|---------------------|-------|-----|----------|---------------------|
| Bendigo Bank | TD | \$700,000 | 2.75% | 364 | 30-08-17 | \$19,197.26 |
| Bendigo Bank | TD | \$800,000 | 2.70% | 364 | 20-09-17 | \$21,540.82 |
| Bendigo Bank | TD | \$600,000 | 2.50% | 189 | 01-11-17 | \$7,767.12 |
| Bendigo Bank | TD | \$500,000 | 2.70% | 364 | 29-11-17 | \$13,463.01 |
| IMB | TD | \$1,000,000 | 2.50% | 223 | 05-07-17 | \$15,273.97 |
| IMB | TD | \$900,000 | 2.35% | 84 | 26-07-17 | \$4,867.40 |
| IMB | TD | \$1,300,000 | 2.55% | 84 | 23-08-17 | \$7,629.04 |
| IMB | TD | \$500,000 | 2.60% | 182 | 30-08-17 | \$6,482.19 |
| IMB | TD | \$500,000 | 2.60% | 180 | 30-08-17 | \$6,410.96 |
| IMB | TD | \$900,000 | 2.55% | 91 | 13-09-17 | \$5,721.78 |
| NAB | TD | \$1,400,000 | 2.46% | 84 | 09-08-17 | \$7,925.92 |
| NAB | TD | \$800,000 | 2.59% | 182 | 11-10-17 | \$10,331.62 |
| NAB | TD | \$500,000 | 2.80% | 366 | 10-11-17 | \$14,038.36 |
| NAB | TD | \$1,100,000 | 2.80% | 364 | 22-11-17 | \$30,715.62 |
| NAB | TD | \$1,500,000 | 2.53% | 362 | 06-06-18 | \$37,638.08 |
| NAB | TD | \$500,000 | 2.53% | 364 | 27-06-18 | \$12,615.34 |
| Westpac | TD | \$400,000 | 2.47% | 364 | 18-08-17 | \$9,852.93 |
| Westpac | TD | \$800,000 | 2.50% | 182 | 20-09-17 | \$9,972.60 |
| Westpac | TD | \$500,000 | 2.51% | 365 | 27-04-18 | \$12,550.00 |
| | | \$29,400,000 | | | | \$419,194.82 |

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

| | |
|--------------------------------------|-----------|
| Interest on Investments Received YTD | \$683,198 |
| Annual budgeted amount for all funds | \$567,900 |
| Percentage of Interest Received YTD | 120.30% |
| Percentage of Year Elapsed | 100.00% |

BBSW COMPARISON TO 30 JUNE 2017

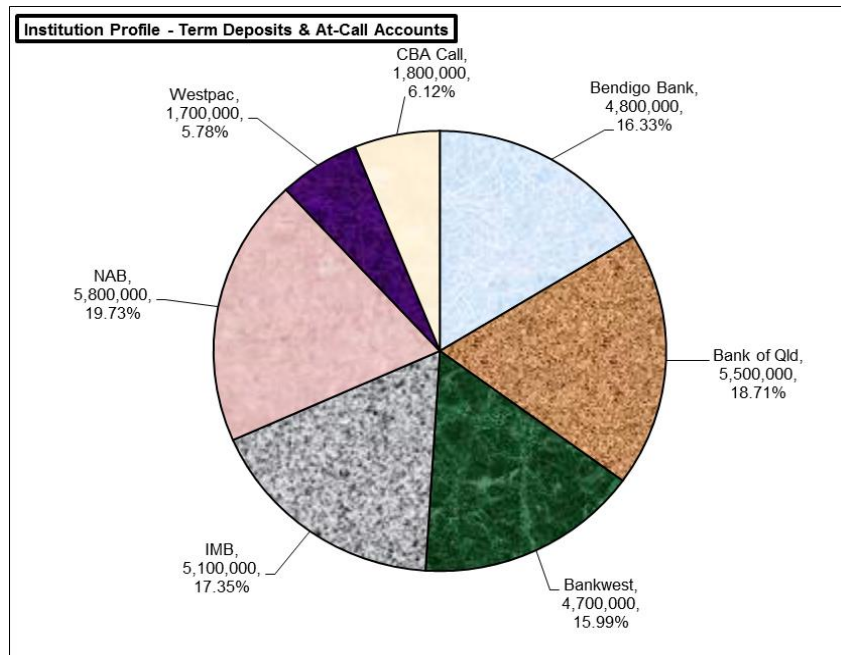
| | |
|--|-------|
| Average market interest rate (90 day BBSW) | 1.81% |
| Average return on all investments | 2.64% |

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

INVESTMENTS FINANCIAL INSTITUTION PROFILE AS AT 30 JUNE 2017

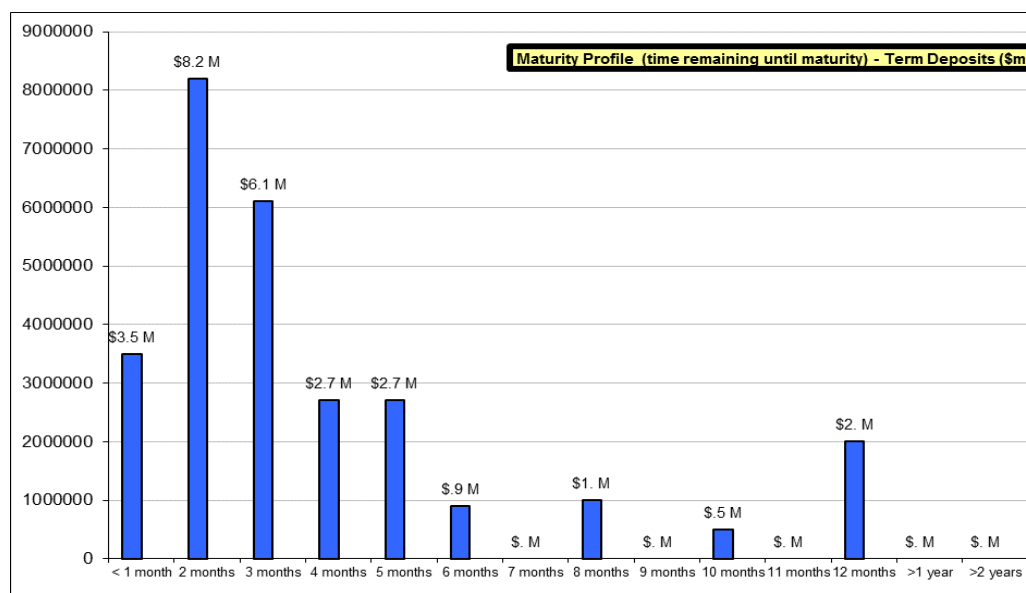
The following chart shows the current distribution of Council's investment portfolio between the authorised financial institutions used. The current distribution of funds between institutions complies with Council's Investment Policy which states:-

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



INVESTMENTS - MATURITY PROFILE AS AT 30 JUNE 2017

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



SUMMARY OF AVAILABLE CASH AT 30 JUNE 2017

TOTAL INVESTMENTS: - **\$ 29,400,000.00**

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

| | |
|---|------------------|
| General Fund Reserves | \$ 21,556,040.43 |
| Water Supply Fund Reserves | \$ 2,083,047.21 |
| Sewerage Fund Reserves | \$ 3,739,059.12 |
| Domestic Waste Management Fund Reserves | \$ 2,014,598.55 |
| Trust Fund Reserves | \$ 7,254.69 |

Note: The above total investments balance includes \$2.2 million which was unexpectedly paid by the NSW Grants Commission in June 2017. This payment represents half of the 2017/2018 Financial Assistance Grant allocation.

POLICY IMPACT

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

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Finance and Administration - 20 July 2017

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

FILE REFERENCE I17/342

AUTHOR **Director of Finance and Administration**

ISSUE

Statement of Bank Balance and Reconciliation – 30 June 2017.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

30 June 2017

| <u>STATEMENT OF BANK BALANCE & RECONCILIATION</u> | \$ |
|--|--------------------------|
| General Ledger balance brought forward 31 May 2017 | 1,460,489.66 |
| Add: Receipts for June 2017 | <u>7,500,964.00</u> |
| | 8,961,453.66 |
| Deduct: Payments for June 2017 | <u>8,040,794.86</u> |
| Balance as at 30 June 2017 | <u>920,658.80</u> |
| Balance as per Bank Statement 30 June 2017 | 926,246.39 |
| Add: Outstanding Deposits | <u>12,464.82</u> |
| | 938,711.21 |
| Deduct: Unpresented Cheques / EFTs | <u>18,052.41</u> |
| Balance as at 30 June 2017 | <u>920,658.80</u> |

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

Finance and Administration

BANK BALANCE AND RECONCILIATION - 30 JUNE 2017 cont'd

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Finance and Administration - 20 July 2017

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

FILE REFERENCE I17/343

AUTHOR **Director of Finance and Administration**

ISSUE

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

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Summary report of Rates and Charges outstanding at 30 June 2017 is detailed.

REPORT

The 2016/2017 financial year comparison to previous financial years for the rates and charges outstanding is highlighted in the below table as at 30 June 2017:-

| Description | 30/06/2017 | 30/06/2016 | 30/06/2015 |
|---|-------------------|-------------------|-------------------|
| Total % Rates and Charges Outstanding | 3.20% | 2.36% | 2.23% |
| Total \$ Amount Rates and Charges Outstanding | \$347,553 | \$239,837 | \$221,841 |

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 - July 2017 | Attachment |
|----------------------|----------------------------------|------------|

Rate Collection 2017 Year

| Rating Categories | Levy Raised to date | Rates Received to 30 June 2017 | Rates Outstanding to 30 June 2017 | % Rates Outstanding 30 June 2017 |
|----------------------------|----------------------|--------------------------------|-----------------------------------|----------------------------------|
| Farmland | 4,724,121.30 | 4,590,834.12 | 133,287.18 | 2.82% |
| Residential | 1,145,261.47 | 1,075,289.71 | 69,971.76 | 6.11% |
| Rural Residential | 611,389.22 | 575,376.12 | 36,013.10 | 5.89% |
| Business | 285,004.53 | 247,007.43 | 37,997.10 | 13.33% |
| Mining | 2,978.03 | 2,978.03 | - | 0.00% |
| Water | 851,902.68 | 809,662.72 | 42,239.96 | 4.96% |
| Sewerage | 1,352,957.23 | 1,286,096.61 | 66,860.62 | 4.94% |
| Domestic & Comm Waste | 1,046,944.16 | 996,650.12 | 50,294.04 | 4.80% |
| Rural Waste | 564,409.60 | 537,364.21 | 27,045.39 | 4.79% |
| Storm Water | 45,383.14 | 43,124.21 | 2,258.93 | 4.98% |
| **Arrears | 239,837.31 | 200,690.50 | 39,146.81 | 16.32% |
| Credits | | 157,561.78 | -157,561.78 | 0.00% |
| Overall Total Rates | 10,870,188.67 | 10,522,635.56 | 347,553.11 | 3.20% |

Prepared by  Date 11/7/2017
 Authorised by Andrew S. Cook Date 11/7/2017

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

Finance and Administration - 20 July 2017

ITEM 11.4 **Cost Shifting Survey 2015/2016**

FILE REFERENCE **I17/338**

AUTHOR **Director of Finance and Administration**

ISSUE

Local Government NSW conducts a biennial survey of Councils on the impact of Cost Shifting on NSW Councils.

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

Local Government NSW (LGNSW) conducts a biennial survey of all Councils in relation to the impact of cost shifting on to local government.

REPORT

LGNSW cost shifting survey was recommended by the Independent Inquiry into the Financial Sustainability of NSW Local Government. The survey results provide data for a public report to support local government's argument for cost shifting to end.

The survey aims to establish the total amount in dollar terms of cost shifting based on the estimates of net ongoing cost (excluding capital expenditure) for each of the 25 functional service activities provided by Councils. The final report on the 2015/2016 survey outcomes will be released in late 2017.

The key findings of the previous year's reports were:-

- NSW Local Councils are being forced to provide and significantly fund State Government services to local communities; Rural Fire Service, SES, pensioner rates concessions, public libraries, animal control and noxious weeds control;
- Cost shifting add directly to local government service delivery costs. Cost shifting onto NSW Local Government has increased from \$380 million in 2005/2006 to \$670 million in 2013/2014.

The completed LGNSW cost shifting survey for 2015/2016 financial year is attached for the information of Council. The total net annual ongoing operating cost impact on Upper Lachlan Shire Council and cost shift ratio to total income is as follows:-

| | | |
|------------------|--------------------|------------------------------|
| 2011/2012 | \$938,011 | 3.64% of total income |
| 2013/2014 | \$972,379 | 4.00% of total income |
| 2015/2016 | \$1,009,815 | 3.45% of total income |

POLICY IMPACT

Nil

OPTIONS

Nil



FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

| | | |
|--|---|------------|
| 1.  | LGNSW Cost Shifting Survey 2015-2016 completed by Upper Lachlan Shire Council | Attachment |
| 2.  | Local Government NSW - Cost Shifting Survey for 2015/2016 | Attachment |

| LGNSW COST SHIFTING SURVEY FOR THE FINANCIAL YEAR 2015/16 | | |
|---|--------------------|----------------|
| Thank you for taking part in LGNSW's cost shifting survey. | | |
| INTRODUCTION AND RULES | | |
| What are you asked to do? | | |
| Please provide cost estimates and/or data for the given cost shifting examples or any other cost shifting examples you might want to add for the financial year 2015/16 subject to the following rules: | | |
| Please read and/or make sure that the relevant officer reads the entire survey question when calculating your estimate. Some questions require complex calculations. Many errors occur because questions are not fully understood. Please contact Sascha Moege for clarification on 02 9242 4045 or sascha.moege@lgnsw.org.au. | | |
| Amalgamated councils | | |
| Councils that were amalgamated during the 2015/16 or 2016/17 financial years have the option to provide cost estimates for one or more pre-amalgamation councils separately or provide consolidated cost estimates covering all amalgamated councils. Please indicate which option you have chosen in the field below entitled Comments on how amalgamation was treated . For councils amalgamated during 2015/16, the cost estimates should cover the whole financial year and, if necessary, councils are asked to undertake their own pro-rata adjustments. Please advise in the field below entitled Comments on how amalgamation was treated if this was not possible and which period you have provided cost estimates for. | | |
| Estimate of annual net ongoing operational cost; not capital cost | | |
| Please estimate/calculate the annual ongoing net operational cost for your council of the cost shifting examples. Net ongoing cost generally refers to the total annual cost of providing the service/function (operational and administrative) less any annual revenue related to the provision of the service/function (e.g. grants or subsidies from state or commonwealth government, fees or contributions collected by councils). Unless otherwise advised, please do not include capital cost/expenditure. | | |
| What to do if you cannot provide an estimate | | |
| In the instance that you are unable to provide an estimate please indicate why by using the following two options: | | |
| <ul style="list-style-type: none"> - "Not applicable" if the cost shifting example does not apply to your council; or - "Unable to reliably estimate" if the cost shifting example applies to your council but you are unable to reliably estimate the cost. | | |
| Provide total income from continuing operations before capital amounts | | |
| Please also provide your council's total income from continuing operations before capital amounts; i.e. total income from continuing operations less grants and contributions provided for capital purposes, less profit from disposal of assets, and less profit from interests in joint ventures & associates as shown in the income statement of council's financial statements. The identified total amount of cost shifting will be expressed as a proportion of a council's total income from operations before capital amounts (cost shifting ratio). We will then calculate the cost shifting ratio for the whole sample, and, finally, from this ratio calculate the amount of cost shifting for all NSW councils. | | |
| Exclude corporate overheads (if not state so) | | |
| For consistency purposes please base your estimate of the net ongoing direct costs only. Please do not apportion corporate overheads to each item when determining your estimate. Please state in the comment cell if your estimate includes corporate overheads. | | |
| Additional examples of cost shifting | | |
| Please include any new/other examples of cost shifting at the end of the survey, particularly those that have a significant financial impact on your council. | | |
| Information and contact | | |
| For further information and any questions please contact Sascha Moege on 02 9242 4045 or sascha.moege@lgnsw.org.au | | |
| GENERAL INFORMATION | INFORMATION | COMMENT |

| | | |
|---|--|--|
| Council: | Upper Lachlan Shire Council | |
| Name of completing officer: | Andrew Croke | |
| Position: | Director of Finance and Administration | |
| Telephone number: | (02) 4830 1000 | |
| Email address: | acroke@upperlachlan.nsw.gov.au | |
| Comments on how amalgamation was treated: | N/A | |

| TOTAL INCOME BEFORE CAPITAL AMOUNTS | FIGURE IN \$ | COMMENT |
|---|--------------|---------|
| Total income from continuing operations before capital amounts in \$. Total income from continuing operations less grants and contributions provided for capital purposes, less profit from disposal of assets, and less profit from interests in joint ventures & associates as shown in the income statement of council's financial statements. | 29,267,981 | |

| COST SHIFTING EXAMPLES | ESTIMATE OF ANNUAL NET ONGOING OPERATIONAL COST IN \$ | COMMENT |
|--|---|---------------------------|
| 1. Contribution to Fire and Rescue NSW. Please only include the relevant amount of the emergency service levy invoice from the Ministry for Police and Emergency Services. | 28,892 | |
| 2. Contribution to Rural Fire Service. Please only include the relevant amount of the emergency service levy invoice from the Ministry for Police and Emergency Services. | 309,602 | |
| 2a. Contribution to NSW State Emergency Service. Please only include the relevant amount of the emergency service levy invoice from the Ministry for Police and Emergency Services. | 12,870 | |
| 3. Pensioners rate rebates. Net cost in \$ incurred due to mandatory pensioners rebates for rates and charges (total amount of mandatory concession minus state reimbursement). Please do not include in your calculation rebates for water supply and sewerage charges as these charges are subject to a separate fund and cost can be recovered across all users. NSW is the only state that requires councils to fund approximately half the cost of mandatory pensioner concessions (ss575-584 of the Local Government Act (NSW) 1993) | 65,421 | |
| 4. Voluntary conservation agreements. Net cost in \$ incurred due to rate exemptions as a result of voluntary conservation agreements. Note: Pursuant to section 555 of the Local Government Act (NSW) 1993, land (or the proportion of the landholding) that is subject to a voluntary conservation agreement between the landowner and the relevant NSW Minister (environment portfolio) under section 69 of the National Parks and Wildlife Act (NSW) 1974 is exempt from all council rates. | 6,201 | 7 conservation agreements |

| | | |
|--|---------|----------|
| <p>5. Public library operations. Cost in \$ representing the proportion of operational expenditure that was not funded by the State Government but would have been funded had the original funding arrangement of a State Government subsidy of half the amount expended by council on the operation of libraries been applied (i.e. shortfall between actual State Government subsidies (prescribed amount pursuant to s 13(4)(b) Library Act (NSW) 1939 and the regulation) and the subsidy council would have been eligible for pursuant to s 13(4)(a) Library Act (NSW) 1939 (the original funding arrangement of a state subsidy of half the amount expended by council on the operation of libraries from rate income).</p> <p>Do not include capital expenditure. Do not enter the total operational expenditure for libraries. Please explain if your figure is larger than half the expenses from continuing operations for public libraries in special schedule 1 of your financial statements.</p> | 102,842 | |
| <p>6. Shortfall in cost recovery for regulation of On-site sewerage facilities. Cost in \$ of services/functions less any revenue related to them (fees, state government payments/subsidies). Please only include necessary costs that cannot be recovered as a result of regulatory constraints. Do not include capital expenditure. Note: Councils are required to regulate the installation, approve and monitor the operation and keep a register of all on-site sewage management systems (section 68 of the Local Government Act (NSW) 1993).</p> | 4,500 | Estimate |
| <p>7. Shortfall in cost recovery for regulatory functions/services under the Companion Animal Act (NSW) 1998. Cost in \$ of services/functions less any revenue related to them (fees, state government payments/subsidies). Do not include capital expenditure. Note: Councils' role was expanded from a pure enforcement role to a regulatory body with functions including preparation of companion animal management plan, operation of lifetime registration system, separation of cats and dogs, maintaining facilities, enforcement, and the collection of fees for the Office of Local Government which returns only a small proportion of those fees to Local Government.</p> | 65,599 | |
| <p>8. Shortfall in cost recovery for regulatory functions/services under the Contaminated Land Management Act (NSW) 1997. Cost in \$ of services/functions less any revenue related to them (fees, state government payments/subsidies). Do not include capital expenditure. Note: Councils are required to respond to contaminated land issues, undertake the administration, registration and mapping of contaminated sites not regulated by the NSW Environment Protection Authority, develop policies, and consider contamination in land-use planning processes.</p> | 0 | |

| | | |
|---|---------|----------|
| <p>9. Shortfall in cost recovery for functions under the Protection of the Environment Operations Act (NSW) 1997. Cost in \$ of regulatory services/functions less any revenue related to them (fees, state government payments/subsidies). Note: Councils are required to administer the licensing system and enforce protective regulation (issuing of environmental notices, prosecution of environmental offences, undertaking of environmental audits) in relation to all non-scheduled activities not regulated by the NSW Environment Protection Authority.</p> | 10,000 | Estimate |
| <p>10. Shortfall in cost recovery for functions as control authority for noxious weed. Cost in \$ of regulatory services/functions less any revenue related to them (fees, state government payments/subsidies; e.g. grants from the NSW Department of Primary Industries) or cost in \$ of net contributions to other authorities for reasonably necessary regulation of noxious weeds on land other than council land and council managed Crown land. Do not include cost of other environmental weeds control or general bushland care. Do not include capital expenditure.</p> <p>Councils are required to regulate and control noxious weeds pursuant to the Noxious Weeds Act (NSW) 1993 and s 183 of the Local Government Act (NSW) 1993.</p> | 220,350 | |
| <p>11. Functions under the Rural Fires Act (NSW) 1997. Cost in \$ of services/functions less any revenue related to them (fees, state government payments/subsidies). Do not include capital expenditure. Please do not include the contributions to the Rural Fire Service and NSW Fire Brigade covered in questions 1 and 2.</p> <p>Councils are required to administer and remedy complaints about fire hazards on council property, and to map and administer bushfire prone land (e.g. asset protection work, fire trails). Please include net cost of assistance provided to the Rural Fire Service to fight bushfires declared under s44 of the Rural Fires Act (NSW) 1997 on any land within the council area.</p> | 2,500 | Estimate |
| <p>12. Immigration services and citizenship ceremonies. Cost in \$ of providing these services less any revenue related to them (fees, state government payments/subsidies).</p> <p>Councils conduct citizenship ceremonies under the Australian Citizenship Act (Cwth) 2007.</p> | 1,500 | Estimate |

| | | |
|--|-------|---|
| <p>13. Shortfall in cost recovery in the administration of food safety regulation. Cost in \$ of services/functions less any revenue related to them (fees, state government payments/subsidies). Please only include necessary costs that cannot be recovered as a result of regulatory constraints.</p> <p>Councils are required to undertake registration and inspection of food and food premises under the Food Act (NSW) 2003.</p> | 5,925 | |
| <p>14. Provision of educational services. Net cost in \$ of providing educational services due to the State Government's withdrawal from providing educational services that should be state government responsibility (e.g. sporting facilities used by public schools, education programs, classes for disadvantaged children in youth centres, but not child care as such). Do not include capital expenditure.</p> <p>Please do not include council education programs the state government would not be responsible for (e.g. waste and sustainability education).</p> <p>Where facilities are used by other governments (e.g. public schools) please estimate the proportion of operation and maintenance cost allocated to the use by the other level of government (not the total cost of operating the facility).</p> | 3,440 | Bigga Public School, Gunning Public School, Taraiga Public School, Taraiga Playgroup, Small Schools Sports and Laggan Public School |
| <p>15. Crime prevention/policing. Net cost in \$ of crime prevention/policing services in public spaces necessary because of insufficient services by other spheres of government (e.g. CCTV surveillance, security patrols, crime prevention programs, community safety committees). Please note that this only applies to crime prevention or policing activities that should have been undertaken by other spheres of government (e.g. police). It should not include council activities to protect community from other risks (e.g. surfer and swimmer injuries (beach patrols), safety at council events, or security of council facilities). Do not include capital expenditure.</p> | 0 | |
| <p>16. Flood Mitigation program. Cost in \$ representing the proportion of expenditure that was not funded by other levels of government but would have been funded had the original funding arrangement been applied (originally the Australian Government and State Government provided 80% of the required funds, whereas now the Australian Government provides one third and the State Government is required to provide another one third, and the rest has to be made up by council). Please estimate shortfall in actual funding from other levels of government in comparison with what council would have obtained under the original funding arrangement.</p> <p>Please only include activities that are eligible for or receive funding from other levels of government under the flood mitigation program. Please include in your calculation funding for infrastructure projects.</p> | 0 | |

| | | |
|--|--------|---|
| <p>17. Transfer of responsibilities for roads under RMS road reclassification reviews. Net cost (only operational) in \$ associated with all roads inherited due to reclassification of regionally important roads as local roads or state-important roads as regional or even local roads (since the significant reclassifications in the early 1990s). This is supposed to measure the ongoing maintenance and depreciation cost (or annualised renewal cost) associated with all roads so transferred since the 1990s – not about the cost associated with transfers in any one year. Please deduct any compensation received in association with a reclassification.</p> | 0 | |
| <p>18. Medical services. Net cost in \$ of providing medical services necessary because of insufficient services by other levels of government (e.g. retaining general practitioners, nurses and dentists; aboriginal and other medical services required by the community). Do not include capital expenditure.</p> | 45,892 | Crookwell Health Care Centre, Gunning Medical Clinic subsidy & operations, and Taralga Medical centre rates |
| <p>19. Road safety. Net cost in \$ of road safety officer/road safety program necessary due to the NSW Government's (RMS) withdrawal of funding or cost of net contribution to other authorities that provide such officer/program. Do not include capital expenditure.</p> | 0 | |
| <p>20. Community and human services. Net cost in \$ of all programs necessary to the community where other levels of government have initiated the program and initially provided adequate funds but now provide inadequate funds or have withdrawn completely. e.g. State Government contribution do not increase in line with these actual costs (e.g. employment cost); i.e. the shortfall between adequate and actual funding for such programs that were initiated by other levels of government.. Do not include capital expenditure. Community and human services include children service program, aged and disabled care programs, community development/liaison programs, youth development programs, aboriginal community programs, cultural development programs etc.</p> | 7,953 | STARTS, SERAS, SDN Children Services, and Youth Week |
| <p>21. Waste levy. Cost in \$ of paying levy to the NSW Government dependent on the amount of waste produced by council less any amounts recovered through "Waste Less Recycle More" program grants.</p> <p>The waste levy applies to the Sydney metropolitan area; the Illawarra, Hunter and Central Coast area (extended regulated area); and the area including the Blue Mountains, Wollongong and local government areas along the coast north of Port Stephens to the Queensland border (regional regulated area). Please provide estimate of net costs with respect to the 2015/16-scheme with a levy of \$133.10 per tonne (Sydney metro), \$133.10 (extended regulated area), and \$76.70 (regional regulated area).</p> | 0 | |

| | | |
|---|--------|--------------------------------------|
| <p>22. Sewerage treatment system license fee. Cost in \$ of license fee, load based and administrative, to be paid to State Government in relation to sewer effluent discharge. Note: Councils are required to pay this fee as polluter under the Protection of the Environment Operations Act (NSW) 1997.</p> | 3,927 | 2 sewer treatment plant EPA licences |
| <p>23. Waste management site license fee. Cost in \$ of license fee (administrative fee, no load based fee) to be paid to State Government. Note: Councils are required to pay this fee council as polluter under the Protection of the Environment Operations Act (NSW) 1997.</p> | 3,808 | 1 waste centre EPA licence |
| <p>24. Taking away of revenue from crown reserve land under council management Cost in \$ associated with the NSW Government taking over allowable revenue raising activities on council managed crown reserve land or with requirements to transfer revenue from council managed crown reserve land to the State Government. Please note that this does not represent the total net cost of managing (maintaining) crown lands. Please do not include in your calculations transfers associated with the caravan park levy. Under the Crown Land Act (NSW) 1989, councils have full responsibility to maintain crown reserves under council management and are expected to subsidise shortfalls in maintenance cost from general revenue. This is considered appropriate as the benefits from crown reserves under council management generally accrue to the local community. However, as a result, councils should also be entitled to any current or potential revenue from crown reserves that is required to cover maintenance and improvement cost (e.g. revenue from refreshment facilities, telecommunication facilities). Any action by the State Government to limit revenue raising capacity or require the transfer revenue to the State Government are considered cost shifting. Please do not include in your calculation any surplus revenue over and above the total amount of maintenance and improvement cost for all of your crown reserve land.</p> | 3,000 | Estimate |
| <p>25. Shortfall in cost recovery for processing of development applications Cost in \$ of processing development applications under the Environmental Planning and Assessment Act (NSW) 1979 and associated regulations less any revenue related to this function (e.g. development application fees, state government payments/subsidies). Please estimate the amount of costs of processing development applications that cannot be recovered through development application fees or any other related income. Please include costs associated with services by other agencies (e.g. initial fire safety reports from the NSW Fire Brigades, s144 of the Environmental Planning and Assessment Regulation (NSW) 2000).</p> | 28,000 | |

| ADDITIONAL EXAMPLES OF COST SHIFTING. | | DESCRIPTION OF EXAMPLE/COMMENT | ESTIMATE OF ANNUAL NET ONGOING OPERATIONAL COST IN \$ |
|---|--|--|---|
| Please add any other cost shifting examples and provide an estimate of their net ongoing costs in \$ for 2015/16. | | | |
| Additional example 1: | | State Emergency Services (SES) annual Council funded costs | 7,045 |
| Additional example 2: | | Net cost of Street Lighting | 50,089 |
| Additional example 3: | | Community Water Bore program in conjunction with NSW Office of Water | 20,459 |
| Additional example 4: | | Total cost shift (is 3.45%) | 1,009,815 |
| Additional example 5: | | | |



Our ref: R02/0021 Out-26089

8 May 2017

Mr John Bell
General Manager
Upper Lachlan Shire Council
PO Box 10
CROOKWELL NSW 2583

| |
|-----------------------------|
| UPPER LACHLAN SHIRE COUNCIL |
| CROOKWELL OFFICE |
| 11 MAY 2017 |
| File No: |

Dear Mr Bell

Cost Shifting Survey for 2015/16

I write to ask for your assistance in better quantifying the extent of cost shifting onto NSW local government by completing the Local Government NSW (LGNSW) cost shifting survey for the financial year 2015/16. The survey is now available for completion on LGNSW's website under *Policy/Finance/Cost Shifting Survey*.

This is the 10th year of LGNSW's cost shifting survey, and your participation allows us to present trends and evidence to politicians and policy makers when advocating on this issue.

In 2006 the Independent Inquiry into the Financial Sustainability of NSW Local Government confirmed that both the NSW and Australian Government often transfer responsibilities onto local government without arranging for adequate funding to fulfil these responsibilities (cost shifting). The Inquiry recommended that LGNSW undertake regular surveys of all councils to establish the amount of cost shifting onto NSW local government.

Results from surveys undertaken by LGNSW show that cost shifting onto NSW local government amounts to around 6 to 7 percent of councils' total income before capital amounts and has increased significantly from \$380 million in 2005/06 to \$670 million in 2013/14.

I would be grateful if your council could again participate in the survey for the financial year 2015/16. The survey asks councils to estimate the cost associated with more than 20 identified cost shifting examples and provides the option to add further examples. For more information and to complete the survey, go to the LGNSW website under *Policy/Finance/Cost Shifting Survey*. Please complete the survey by **30 June 2017**.

The results of the survey will form the basis for a research report and will be released publicly. The results will help quantify the extent of cost shifting onto NSW local government and support local government's argument for that practice to end. They will also assist in monitoring compliance with the national *Intergovernmental Agreement Establishing Principles Guiding Intergovernmental Relations on Local Government Matters (2006)*.

Please contact Sascha Moege on 02 9242 4045 or sascha.moege@lgnsw.org.au if you have any queries about the survey.

Yours sincerely

Cr Keith Rhoades AFSM
President

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ABN 49 853 913 882

Finance and Administration - 20 July 2017

ITEM 11.5 **Council Delivery Program Review 2016/2017**

FILE REFERENCE I17/339

AUTHOR **Director of Finance and Administration**

ISSUE

Delivery Program – Progress Review Report on principal activities and program actions for the 2016/2017 reporting period.

RECOMMENDATION That -

1. Council adopt the Delivery Program Review for 2016/2017, period ending 30 June 2017.

BACKGROUND

Council's Delivery Program is a four-year plan, accompanied by a complete four-year budget program of works that details what council will do to implement the Community Strategic Plan. The Delivery Program will be reviewed and updated each year by Council, incorporating community submissions to the program and to ensure the program evolves and remains aligned to Council priorities.

REPORT

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

This is the progress review report on implementation of Upper Lachlan Shire Council's Delivery Program in accordance with the IP&R guidelines and the Local Government Act 1993 for the period of 1 January 2017 to 30 June 2017.

POLICY IMPACT

Nil

OPTIONS

Nil



FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council adopt the Delivery Program Review for 2016/2017, period ending 30 June 2017.

ATTACHMENTS

| | | |
|--|--|------------|
| 1.  | Delivery Program June 2017 Report | Attachment |
| 2.  | FFF Delivery Program Action Plan June 2017 | Attachment |

The Delivery Program Actions are integrated with the Community Strategic Plan CSP Strategic Objectives with references also provided to the Community Aspirations. Each six month period the General Manager is to provide a progress report with respect to the Delivery Program principal activities and program actions.

CSP STRATEGIC OBJECTIVE NO 1 - SOCIAL

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|--|--|--------------------------------------|---|--|
| 1.1 - Support the retention of medical and health care facilities in the towns. | Support medical practitioners by providing available community buildings to facilitate health care service provision. | Director of Environment and Planning | People attaining health and wellbeing. | Completed – community buildings are leased to facilitate health care services. |
| 1.2 - Support provision of ageing population services and aged accommodation. | Liaise with government agencies and associated community groups in advocating for adequate aged care services and accommodation. | Director of Environment and Planning | To cater for a diverse community. | Completed – ongoing liaison continued. Council has adopted the new Disability Inclusion Action Plan. |
| 1.3 - Lobby for improved mobile telephone, broadband, and television reception services. | To ensure regional and rural areas are included in the roll out of Federal Government technological initiatives. | Director of Works and Operations | Community liaison to preserve and enhance community facilities. | Completed – mobile telephone towers installed in Golspie and Dalton and Crookwell TV translator tower installed. NBN expected to be provided by end of 2017. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|---|--|---|--|--|
| 1.4-1 - Community services for young, aged, disabled, and people from diverse cultural backgrounds. | Number of actions of the Social and Community Plan, Cultural Plan and Ageing Strategy are implemented. | Directors of Environment and Planning Finance and Administration | To engage and include all sections of the community. | Completed - review of Social and Community Plan undertaken. Cultural Plan reviewed in June 2017 and funding program implemented. |
| 1.4-2 - Retain the youth population demographic and provide appropriate facilities. | Number of consultations held with youth groups. Continue support of the Youth Committees. | Director of Environment and Planning | Resilient and adaptable communities. | Youth Council meetings were held. Youth week activities were held in April 2017. |
| 1.5 - Lobby for retention of education facilities. | Advocate for education facilities from pre-school to high school to be retained in the Shire's towns. | General Manager | To engage and include all sections of the community. | Completed - continue advocacy to retain current education facilities and Council support to local schools by donations. |
| 1.6 - Protect all significant heritage sites to preserve the diverse history of the Shire. | Number of heritage sites receiving funding over three year program. | Director of Environment and Planning | To embrace cultural and historical heritage. | Completed - 6 heritage projects received grant funding in 2016/2017. 5 of the 6 projects were completed. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|--|---|--|---|---|
| 1.7 - Social inclusion for all disparate communities. | Provision of recreational opportunities and upgrade to existing public recreational facilities within the Shire towns. | Director of Works and Operations | A built environment enhancing the lifestyle of a diverse community. | Completed - maintenance work on sportsgrounds is ongoing. New Crookwell Skate Park and outdoor gymnasium projects are now open for public use. |
| 1.8 - Manage and upgrade Council's public buildings and community centres. | Regular communication and support of Section 355 Committees arrangements. Preparation and review Council buildings and prepare strategy on future arrangements. | Director of Environment and Planning | Community liaison to preserve and enhance community facilities. | Completed - communication and support to S355 Committees is being provided. Building Plans of Management are in place. |
| 1.9 - Encourage recreational, cultural and leisure activities while maintaining public safety standards. | Provide funding for existing library and swimming pool facilities. Also, manage animal control and sporting grounds activities. | All three Council Department Directors | Community liaison to preserve and enhance community facilities. | In Progress - grant project resurfacing work completed at Crookwell pool. Crookwell and Gunning Library building maintenance works are pending. |

CSP STRATEGIC OBJECTIVE NO 2 - ENVIRONMENTAL

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|--|---|--------------------------------------|---|--|
| 2.1 - Address environmental degradation issues, i.e. noxious weeds control. | Review of long-term Noxious Weeds Management Strategy. | Director of Environment and Planning | A prosperous economy with the balanced use of our land. | Pending - review of policy not complete. Further consultation required due to the implementation of the new Biosecurity Act and Regulations. |
| 2.2 - Improve urban streetscape and CBD. | Town beautification and improvement initiatives to be examined. Street Cleaning and maintenance programs implemented. | Director of Works and Operations | A built environment enhancing the lifestyle of a diverse community. | In Progress - town street maintenance ongoing. Streetscape program consultant has been engaged to consult with the community re improvement works in town and village centres. |
| 2.3 - Reduce the amount of waste to landfills and provide a Strategic Waste Management Plan and strategies for future waste service provision. | Implement improvement upgrades to waste centres. Comply with EPA guidelines for management of waste facilities. | Director of Works and Operations | To protect and enhance the environment. | In Progress - consultant engaged to redesign Crookwell landfill. Council is investigating the landfill redesign in conjunction with the EPA. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|---|--|--------------------------------------|--|--|
| 2.4 - Promote environmentally sustainable developments (ESD). | Review, update and implementation of Upper Lachlan LEP and Development Control Plans (DCP). | Director of Environment and Planning | Implement environmental and planning regulations and controls to maximise health and safety. | Pending – Upper Lachlan LEP and DCP review not completed awaiting legislation changes from State Government. |
| 2.5-1 - Promote use of green and renewable energy. | Council alternate energy source initiatives. | Director of Environment and Planning | A healthy natural environment. | Completed - alternative energy sources are encouraged. |
| 2.5-2 - To pursue Section 94A Development Contributions payments for all State Significant - Designated Developments. | Council is to manage and distribute the funds through a Section 355 Committee of Council. | Director of Environment and Planning | Community liaison to preserve and enhance community facilities. | In Progress - 3 Community Enhancement Funds are operating through S355 Committee of Council. |
| 2.6 - Support land care initiatives to restore and beautify natural resources. | The waterways sustain natural ecosystems through the expansion of willow removal and catchment programs. | Director of Environment and Planning | Community liaison to preserve and enhance community facilities. | Completed – support is provided for land care groups within the Shire. |
| 2.7 - Implement Climate Change Adaption Strategy. | Continue implementation of Climate Change and Natural Resource Management Strategy recommendations. | Director of Environment and Planning | To protect and enhance the environment. | Not completed. |

CSP STRATEGIC OBJECTIVE NO. 3 - ECONOMIC

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|---|--|--|--|--|
| 3.1-1 - Ensure financial viability of Council. | Long-Term Financial Planning (LTFP) model implemented. Fit for the Future Action Plan implemented. | Director of Finance and Administration | Financial Viability and sustainable work practices utilised. | Completed - LTFP completed June 2017. Operating surplus result achieved in past 8 financial years. |
| 3.1-2 – Prudent financial management. | Complete the implementation of the Strategic Internal Audit Plan. Ensure key financial benchmarks are achieved. | Director of Finance and Administration | Transparent and accountable governance. | Completed - Strategic Internal Audit Plan and Strategy developed by Grant Thornton Australia. |
| 3.2 - Encourage sustainable population growth and provision of associated infrastructure. | Council strategically plan and expend funds on infrastructure provision, through development contributions. | Director of Finance and Administration | To plan strategically for development. People attaining health and wellbeing. | Completed - Development Contributions 4 year expenditure program developed. |
| 3.3 - Assist facilitation of employment opportunities. | Number of contacts with existing businesses and grant application preparation resources provided to assist businesses. | Director of Finance and Administration | To provide employment opportunities. | Completed - grants funding successful project applications: - Crookwell Skate Park, Crookwell water treatment plant, Black Spot roads projects, Kiamma Creek and Collector oval. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|--|---|--|---|--|
| 3.4 - Encourage and support viable local businesses. | Tourism section is to prepare two business promotions annually. | Director of Finance and Administration | A prosperous economy with the balanced use of our land. | Completed - Tourism membership scheme, Famil Media Tour in April 2017, Central West Lifestyle magazine project in Winter 2016. |
| 3.5 - Development of light industrial land in towns. | Investigate feasibility of industrial land in towns linking to the transport route. | Director of Environment and Planning | Sustainable strategic planning of the Shire's future. | No investigation - demand is not evident. |
| 3.6 - Promote tourism opportunities and community events. | Marketing and promotion is timely, professional, informative and responsive to user needs. Capitalise on Canberra Region (CBR) brand opportunities. | Director of Finance and Administration | A prosperous economy with the balanced use of our land. | Completed – Inland Destination Management Plan developed. Shire Tourism Destination Guide completed. CBR brand projects being developed. |
| 3.7 - Greater efficiency and increased customer service standards. Greater focus on work health and safety and risk management methods at Council worksites. | Improve customer response times, utilise new technologies, and implement safe work method statements (SWMS). | Director of Finance and Administration | Responsible and efficient use of resources. People attaining health and wellbeing. | Completed - 1. Asset revaluation. 2. Tender for Network telecommunications project. 3. Specific work site SWMS prepared. |

CSP STRATEGIC OBJECTIVE NO. 4 – INFRASTRUCTURE, ACCESS AND TRANSPORT

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|---|--|----------------------------------|--|--|
| 4.1 - Improve local road and transport networks. | Manage road assets to ensure public safety. Road Hierarchy reviewed and reported to Council. | Director of Works and Operations | Asset Management - to continually upgrade infrastructure and services. | In Progress - works on the local transport network have been interrupted by the road repairs required following the wet winter of 2016. |
| 4.2 - Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period. | Asset Management Plans and Asset Strategies by each Asset Class are developed and recommendations implemented. | Director of Works and Operations | To plan for infrastructure and service provision. Responsible and efficient use of resources. | In Progress - works program has been approved by Council. Further refinement of Asset Management Plan and improvement in assets registers to be completed. |
| 4.3 - Bitumen seal all classified roads and urban roads and streets. | Prepare 4 year road capital works program budget and review works priorities annually. | Director of Works and Operations | To provide infrastructure and services required by the community. | Completed - 4 year capital road works budget programmed and works have commenced. |
| 4.4 - Develop town main street and CBD beautification programs. | Commence town main street improvement programs; i.e. Crookwell main street project. | Director of Works and Operations | Community liaison to preserve and enhance community facilities. | Completed - Crookwell Main Street rehabilitation. Town and village Streetscape program budgeted in 2017/2018. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|--|---|----------------------------------|--|--|
| 4.5 - Investigate provision of new recreational facilities; i.e. Skate Park in Gunning and Crookwell and Swimming Pool in Taralga. | Funding to be obtained from external sources to Council for capital funding to build an asset, before each project is to be commenced. | Director of Works and Operations | A built environment enhancing the lifestyle of a diverse community. | Completed - Skate Park and Outdoor Gymnasium completed in Clifton Parks. Fund raising underway for funds to construct a toilet block. |
| 4.6 - Improve water supply and sewerage facilities to towns. | Council, in conjunction with government grant funding, implement town water supply improvement program and source external funding to proceed with the Crookwell water treatment plant project. | Director of Works and Operations | To provide infrastructure and services required by the community. Responsible and efficient use of resources. | In Progress - construction work well underway on Crookwell Water Filtration Plant. Project completion date expected in August 2017. |
| 4.7 - Provide increased waste pickup and clean up service at existing town and village rubbish tips. | Council is to adopt a Strategic Waste Management Plan for the Shire. | Director of Works and Operations | Responsible and efficient use of resources. | In Progress - village tips are being managed at present by utilising Council equipment (and contractors) to arrange and compact waste at each tip. Collector tip has been converted to a transfer station. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|---|---|----------------------------------|---|--|
| 4.8 - Investigate feasibility of the Goulburn - Crookwell Rail and Bike Trail concepts. | Joint Councils Committee formed. Feasibility Study to be completed. Project estimates to be completed. Council to pursue grant and other funding options. | Director of Works and Operations | To plan for infrastructure and service provision. | In Progress - Committee formed. Regional Economic Impact Assessment completed. External funding application prepared by Goulburn Mulwaree Council. |
| 4.9 - Develop new and upgrade existing footpaths and cycleway networks. | Review and implement the Pedestrian Access and Mobility Plan (PAMP) to create links to community services. | Director of Works and Operations | A built environment enhancing the lifestyle of a diverse community. | In Progress - footpath works proceeding in accordance with current PAMP. This identifies links required. Consultant is working on new PAMP which will be considered by Council at July 2017 meeting. |
| 4.10 - Upgrade stormwater and kerb and guttering in towns. | Stormwater Management Plans created and recommendations progressively implemented in a 4 year capital works budget. | Director of Works and Operations | To provide infrastructure and services required by the community. | In Progress - locations requiring improvements are identified in the Flood Risk Study includes projects in future budgets. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|---|--|--------------------------------------|--|--|
| 4.11 - Progressively replace timber bridges on local and regional roads. | Prepare and implement a 10 year bridge replacement program with funding model in Long Term Financial Plan (LTFP). | Director of Works and Operations | Asset Management - to continually upgrade infrastructure and services. | In Progress - 10 year plan has been included in works schedule. Council commenced work on Abercrombie River MR256 bridge replacement but is waiting on environmental clearances. Half of project funding has been secured for Kiamma Crk bridge from Fixing Country Roads program. |
| 4.12 - Regional transport links are the highest infrastructure priority of Council these include the upgrade of Gundaroo Road MR52 and Laggan-Taralga Road MR248E pavement rehabilitation projects. | Pavement rehabilitation and bitumen seal regional roads utilising RMS Repair Program funding in conjunction with Council matching funds. | Director of Works and Operations | Asset Management - to continually upgrade infrastructure and services. | In Progress - MR52 Section 2 works on Gundaroo Road is complete. Section 3 project works is underway. |
| 4.13 - Flood Management Plans created for all towns. | Preparation and implementation of Flood Management Plans for towns; Crookwell, Gunning, Collector and Taralga. | Director of Environment and Planning | A prosperous economy with the balanced use of our land. | In Progress - Flood Risk Management Plan and Study has been adopted by Council. |

CSP STRATEGIC OBJECTIVE NO 5 - GOVERNANCE

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|--|---|-----------------------|---|---|
| 5.1 - Participate in resource sharing initiatives. | Report projects to Council every year. Achieve annualised \$ savings through participation in CENTROC and CANBERRA REGION JO projects. | General Manager | To become a Council of excellence. Responsible and efficient use of resources. | Completed - participation in CBRJO and CENTROC. In 2016/2017 over \$100K savings achieved. |
| 5.2 - Lobby other levels of Government for increased share of funding, changes to taxation distribution and changes in Financial Assistance Grants (FAG) methodology and distribution. | To present the case for a Referendum to allow Constitution Recognition of Local Government. Review the intergovernmental Agreement. Grants Commission review and amend increasing FAG grant distribution to rural councils. | General Manager | To provide civic leadership and guidance for the community. | Not achieved - lobbying continuing through CBRJO and CENTROC – Financial Assistance Grants indexation has been reinstated. |
| 5.3 - Promote community engagement and involvement in decision making processes. | Number of Community Outreach Meetings and program outcomes achieved. Community Survey undertaken every four years. The “Voice” Council newsletter publication distributed quarterly. | General Manager | To have genuine open communication with the community. | Completed - 4 Community Outreach meetings in 2017. 3 community meetings held in November 2016 for Tablelands Regional Community Strategic Plan development. Community Survey was completed and “Voice” quarterly. |

| Delivery Program Actions | Performance Measures | Responsibility | CSP Strategy and Aspirations | Progress Report |
|--|---|-----------------------|--|---|
| 5.4 - Ensure the retention and attraction of quality staff. | Staff turnover of less than 10% every year. | General Manager | Transparent and accountable governance. Responsible and efficient use of resources. | Completed - recruitment and selection processes continue to meet policy requirements. Staff turnover equated to 9.17% in 2016/2017. |
| 5.5 - Mobilise volunteers through increased level of retirees. | To utilise volunteers to assist in providing services to the community. | General Manager | Resilient and adaptable communities. | Completed - Council utilise volunteers in numerous areas of operations; including library, parks and land care. |
| 5.6 - Council governance structures support best practice and social justice principles and ensure Council is efficiently managed. | Council decisions reflect equality in prioritising the allocation of resources. | General Manager | Transparent and accountable governance. Responsible and efficient use of resources. | Completed - Council is participating in the CBRJO Governance Working Group. Policies and council decisions effectively implemented. |

FIT FOR THE FUTURE – COUNCIL ACTION PLAN

| SUSTAINABILITY ACTION PLAN | | | | |
|---|--|---|--|---|
| Objective | Strategies | Actions | Key milestones | Progress Report |
| 1. Secure additional revenue to keep Council's operating performance ratio well above the benchmark and ensure funding for renewal of road network assets | Implement Special Rate Variation in 2020/2021 | <ol style="list-style-type: none"> 1. Notify community of intention to apply for SRV 2. Community consultation and engagement 3. Notify IPART of intention to apply 4. Submit application to IPART 5. Fund infrastructure renewal of its road network assets | <p>Commencement in July 2019</p> <p>Community Engagement Strategy reviewed</p> | <p>No action – a Council Resolution is necessary for a future Special Rate Variation application.</p> <p>Additional Roads to Recovery funding in 2016/2017 totaling \$1.93 million utilised on Council local road network.</p> <p>Additional road works were completed related to the Natural Disaster Recovery Program July 2016 storm damage.</p> |
| 2. Drive cost savings through procurement | Implementation of a Best Practice in Procurement Program | <ol style="list-style-type: none"> 1. Procurement Roadmap - Arc Blue 2. Review Procurement Action Plan and policies | <p>Commenced November 2014</p> <p>Development of \$ spend analysis completed June 2015</p> <p>Utilisation of LGP Tender Panel and TenderLink</p> | <p>ArcBlue utilised. CBRJO procurement group established.</p> <p>Council Procurement Committee established. Purchasing Policy reviewed and adopted at April 2017 Council meeting.</p> <p>TenderLink activated for Council utilisation.</p> |

| Objective | Strategies | Actions | Key milestones | Progress Report |
|---|--|---|--|---|
| 3. Maintain diverse income streams through state roads contract | Retention and provision of Roads and Maritime Services (RMS) Routine Maintenance Council Contract (RMCC) | <ol style="list-style-type: none"> 1. Maintain existing high standard rating for road works in Contractor Performance Report 2. RMCC Benchmarking | <p>RMCC Commenced in 2008</p> <p>Contracted project completion date of 2018 for \$10 million scope of road works</p> | <p>Stage 2 of RMS MR54 reconstruction and sealing project is completed. Expected completion of Stage 3 final section is December 2017.</p> <p>RMCC Contractor Performance Reports are satisfactory.</p> |
| 4. Maximise diverse income streams through private works | Provision of road reconstruction contracted private works for renewable energy developments | <ol style="list-style-type: none"> 1. Review pricing structures for private works which are in demand at profitable rates 2. Cost of service is transparent and in accordance with the National Competition Policy (NCP) Guidelines | Remain competitive with the private sector and to secure contract works for road reconstruction | <p>No major private works contracts undertaken in 2016/2017 due to RMS road contract works commitments on State Road MR54.</p> <p>Council is meeting all NCP Guidelines and private works rates incorporated into Council Revenue Policy.</p> |

| INFRASTRUCTURE AND SERVICE MANAGEMENT ACTION PLAN | | | | |
|---|---|--|---|---|
| Objective | Strategies | Actions | Key milestones | Progress Report |
| 1. Implement best practice asset management practices | JRA Asset Management Improvement Program Review | <ol style="list-style-type: none"> Review Asset Management and Risk Plan, strategies and policies Review of Council Infrastructure Plan – define community service level for asset maintenance | <p>Commenced November 2014</p> <p>Asset Management Plans identify asset service standards</p> <p>Road and Transport asset classes valuation at fair value</p> <p>Asset Register created – JRA Datashare</p> | <p>Asset Revaluation at fair value for roads, bridges and stormwater was completed 30 June 2015. JRA utilised for revaluation.</p> <p>Infrastructure Plan reviewed and adopted by Council June 2017, service levels defined.</p> <p>Asset Management Plans by class are not completed.</p> <p>Asset Register loaded into Civica Authority database and utilised for asset addition / disposals.</p> |
| 2. Secure funding for asset renewals | Utilise borrowing capacity to invest in infrastructure renewal projects – Timber Bridge Replacement Program | <ol style="list-style-type: none"> Review Council Borrowings/Loans Policy Council Long Term Financial Plan priority bridge replacement schedule | <p>Commencing August 2016 Loan financing arrangements with Financial Institutions</p> <p>Application for State Government Local Infrastructure Renewal Scheme (LIRS) funding</p> | <p>No new borrowings forecast in 2016/2017.</p> <p>Borrowings program for timber bridge replacements are incorporated into the Council Delivery Program commencing 2017/2018. LIRS funding scheme will be utilised for this works program.</p> |

| Objective | Strategies | Actions | Key milestones | Progress Report |
|---|---|---|--|---|
| 3. Minimise potential public liability incidents | Utilise Statewide Mutual Best Practice Guidelines and achieve industry benchmarks for risk management practices | <ol style="list-style-type: none"> 1. Review Risk Management Plan and Policy 2. Review Safe Work Method Statements for high risk priorities | <p>Risk Management Action Plan (RAMP) approved and adopted by Council annually by June</p> <p>Safe Work Method Statements (SWMS) reported to WH&S Committee every 6 months</p> | <p>RAMP approved by Council management and by Statewide Mutual for 2016/2017.</p> <p>Council completed the 2015/2016 RAMP audit and compliance program.</p> <p>SWMS progressively reviewed and reported to the Council WH&S Committee.</p> |
| 4. Maintain assets in satisfactory condition to meet community expectations | Evaluation of asset utilisation and rationalisation | <ol style="list-style-type: none"> 1. Review of Council Infrastructure Plan | <p>Report to Council on strategies for Council owned buildings rationalisation by June 2016</p> | <p>Council buildings inventory workshop held in 2015. Buildings surplus to Council requirements sold.</p> <p>Buildings and other structures assets list distributed to new Council in November 2016.</p> <p>Grant Thornton completed a Building and Asset Management internal audit project in February 2017. Audit Action Plan to be implemented in 2017/2018.</p> |

| EFFICIENCY ACTION PLAN | | | | |
|--|---|---|--|--|
| Objective | Strategies | Actions | Key milestones | Progress Report |
| 1. Understand how the organisation is performing | Benchmark Upper Lachlan with other Councils Local Government Professionals Australia (LGPA) - Operational and Management Effectiveness Report | <ol style="list-style-type: none"> 1. Identify trend analysis of operational cost centres and functional service areas of Council 2. Performance tool for benchmarking by senior management of operational efficiencies of individual cost centres | <p>Completed 2012/2013 and 2013/2014</p> <p>Continue annual benchmarking for entire period to 2019/2020</p> | <p>LGPA Operational and Management Effectiveness Report for 2015/2016 completed and reported to MANEX in March 2017.</p> <p>Benchmarking completed annually.</p> |
| 2. Continue to collaborate regionally | Be an active partner in the Canberra Region Joint Organisation of Councils (CBRJO) | <ol style="list-style-type: none"> 1. Development and implementation of a JO Management Plan 2. JO Strategic Plan aligned with Quadruple Bottom Line principles 3. Intergovernmental collaboration; i.e. ACT Government and State Government | <p>Implementation after JO Pilots in 2016</p> <p>Formulation of an effective and efficient governance structure to oversee implementation and evaluation in CBR Region</p> <p>CBR branding established, support tourism / economic development throughout the region</p> | <p>Council is participating in CBRJO and CENTROCC at present.</p> <p>Office of Local Government Joint Organisation pilot program outcome will determine if Upper Lachlan will remain within the CBRJO.</p> <p>Intergovernmental collaboration is continuing with ACT Government.</p> |
| Objective | Strategies | Actions | Key milestones | Progress Report |

| | | | | |
|---|--|--|---|--|
| 3. Continuously improving the quality and efficiency of all of Council's services | Undertake four year rolling program of service reviews as part of Council's Delivery Program | <ol style="list-style-type: none"> 1. Develop four year program of service reviews, with a focus on those services of greatest cost to the organisation 2. Update Delivery Program to incorporate the service reviews 3. Implement program annually 4. Report outcomes through the Delivery Program report and update Long Term Financial Plan annually to reflect any changes | <p>Program established and Delivery Program updated</p> <p>6 Monthly Delivery Program Report to include service review progress and outcomes</p> <p>Annual update of Council's Long Term Financial Plan</p> <p>Annual Review of Strategic Internal Audit Plan by Grant Thornton Australia</p> | <p>Delivery Program was approved by Council in June 2017.</p> <p>Delivery Program action report completed every six months.</p> <p>Long Term Financial Plan was approved by Council in June 2017.</p> <p>Strategic Internal Audit Plan and Strategy completed. Two internal audit projects by Grant Thornton Australia completed in 2016/2017.</p> |
| 4. Improve efficiency through technological advancement | Provide innovative and leading technology interface | <ol style="list-style-type: none"> 1. Enhanced use of technology particularly in the area of staff remote and on-line customer access 2. Implement a Unified Telecommunications solution | <p>CBRJO Implement DA systems by December 2016</p> <p>CENTROC Request for Tender, tender specifications prepared June 2015</p> <p>Implementation of Integrated Unified Telecommunications System March 2016</p> | <p>Pending.</p> <p>Tender for Unified Telecommunications project - Uplinx Group tender accepted by Council in March 2016. Project to be completed by December 2017.</p> |

Finance and Administration - 20 July 2017

ITEM 11.6 **Library Quarterly Report**

FILE REFERENCE **I17/340**

AUTHOR **Director of Finance and Administration**

ISSUE

A summary of the activities in the Upper Lachlan Shire Council libraries for the 4th Quarter 2016/2017.

RECOMMENDATION That -

1. Council receive and note the Library Services 4th Quarter 2016/2017 report as information.

BACKGROUND

Nil

REPORT

Upper Lachlan Shire Library Services Quarterly Report: April - June 2017

LIBRARY USAGE:

| | Crookwell | Gunning |
|----------------------------|------------------|----------------|
| Loans* | 6,840 | 2,772 |
| New Members | 32 | 9 |
| Internet Sessions | 905 | 786 |
| Visitors | 7,123 | 3,104 |
| Hours open per week | 31.5 | 17 |

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

OVERVIEW:

The libraries experienced a busy quarter with consistent usage across all areas. This quarter the number of loans, internet sessions and visitors increased at the Gunning Library compared to the same quarter in 2016. Whilst at the Crookwell Library the number of visitors increased compared to the same quarter in 2016.

During the quarter a number of promotional events were held in our libraries attracting a number of attendees who also used the library services. These events included the Crookwell Friends of the Library Annual Book Fair; Easter craft and egg hunt; Mother's card making; and National Simultaneous Storytime. Whilst at the Gunning Library events included the Biggest Morning Tea; Gunning Friends AGM;

Easter craft and egg hunt; and National Simultaneous Storytime. The monthly scrabble and knitting groups; storytime and school group visits continue to attract a large number of participants through our libraries.

EVENTS AND PROMOTION:

Crookwell and Gunning Libraries:

- Promotional articles were published, as time allowed, in the Crookwell Gazette (including items on Council's page), the Gunning Lions Newsletter, Crookwell Library Facebook site, Goulburn's 2GN radio, Council's website and the Voice. These included 'Library Easter Egg Hunt'; 'Goulburn, Crookwell and Gunning Library Services will Remain Connected'; 'Handcrafted Cards for a Special Mother's Day'; 'Book Fair Returns'; 'New Era for the Library, few Changes'; 'Gunning Library Extends Opening'; 'Welcome Peta Luck, the New Library Assistant for the Shire'; and 'Gunning Library Activities' regular column in the Gunning Lions Newsletter.
- During the quarter, displays showcasing a selection of fiction and non-fiction items from all branches of the Library Co-operative were displayed in prominent areas of the library. These items provided an interesting variety of items for loan with a different theme and show the breath of items in the collections. The Crookwell Library displayed items on the theme of cosy crime; and Anzac Day; lions, tigers and bears; mother's day; let's celebrate (theme for Library and Information week); potatoes and agriculture (to coincide with the potato festival); gardening; and Reconciliation week. Gunning Library displayed items on Photography; Australian Authors; Australian Romance; Knitting; Anzac Day; and Large Print mystery. Again this quarter patrons borrowed from these different themed displays and discovered a range of interesting items from our collections. Each library also displayed new items acquired in a separate new book display.

Gunning:

- This quarter the knitting circle was well attended. In total there were forty-three people who attended across six sessions.
- The remembrance Knitted poppies which were made by the community at the library were placed on the Cenotaph for Anzac Day. They added a special look of pride and honour to the monument.
- The Biggest Morning Tea was held at the Gunning Library on 26 May 2017. Forty-nine people attended this event, with \$550.00 raised. The library held an extra activity for the Early Learning Children that walked down to participate.
- The Gunning Friends of the Library held their AGM on 30 June 2017 at the Gunning Library. Twelve people attended this meeting.

Crookwell:

- This quarter the monthly scrabble afternoons were well attended, with a total of fifteen people attending across three sessions. The Crookwell Library Friends continue to run the session and sponsor afternoon tea. In June one new member joined the group.
- The Crookwell Friends of the Library held their annual book fair from the 12 – 14 May 2017 and then during library opening hours until 6 June 2017. As there was a large amount of books this year the Friends priced books at \$2 and fill a bag for

\$10. This enabled lots more books to be sold. The Friends raised \$2,986.85 from the book fair. This was slightly less than the previous year. Another smaller sale is scheduled for November to coincide with the Garden Festival. Books for sale will be on the theme of gardening and books that can be given as a present for Christmas.

- Council's Media Officer and Grants Officer visited the Crookwell Library on 2 June 2017 to host and take photos for the Reconciliation Week art competition. Nioka Bill judged the competition. The overall winner's artwork will form part of the banners for the main streets of Crookwell, Gunning and Taralga for NAIDOC week. Photos of some of the work were displayed in an online gallery and in the Crookwell Memorial Hall Foyer.
- Grand Pacific Health held their registration day at the Crookwell Library on 27 June 2017 from 9:30am – 11.00am. Five people signed up for the program. The free 7 week Falls Prevention Program 'Lifestyle-integrated Functional Exercise (Life): Maintaining Independence' will start on 4 July 2017 in the Crookwell Memorial Hall.

CHILDREN AND YOUNG PEOPLE:

Gunning:

- Gunning Library held an Easter craft and egg hunt from 2-3pm on 11 April 2017. Ten children attended the Gunning activity.
- Gunning Library participated in the National Simultaneous Storytime on 19 May 2017. Thirty people attended the Gunning activity as part of normal storytime.
- Classes from Kinder to year 6 from Gunning Public School continue to visit once a week on a Tuesday, Wednesday, Thursday and Friday. In this quarter there were five hundred and seventy-three children attending the Library with their class.
- Gunning and District Before and After School Care – OOSH continue to have a permanent booking of computers after school every when computers are available.
- Fortnightly storytime continues to be popular. The Gunning Early Child Centre are a part of the storytime sessions. In this quarter there were a total of one hundred and forty-three children who attended storytime. One of the storytimes in June was a combined Teddy Bears picnic and two year olds birthday party, with thirty-four people attending.

Crookwell:

- Crookwell Library held an Easter craft and egg hunt on 10 April 2017 from 2-3pm. Twenty-three children attended the Crookwell activity.
- Crookwell Library held a Mother's Day card making session after school on 11 May 2017. Sixteen people attended this event.
- A special storytime and craft activity was held for children of participants at the South East Local Land Services Women in Grazing Workshop on 16 June 2017. Four people attended this storytime.
- Weekly storytime continues to be popular with one hundred and fifty-four children attending storytime at the Crookwell Library. SDN started attending the Crookwell Library storytime again boosting storytime numbers.
- Crookwell Library participated in National Simultaneous Storytime on 24 May 2017. Sixty people attended the Crookwell activity. Crookwell Library invited year six students and SDN pre-school to attend the special storytime. Year 6 assisted

the pre-schoolers with the craft activity, as well as completing a find-a-word, and craft. The book was also read in normal storytime on the Thursday, with eight people attending.

COLLECTIONS, RESOURCES AND FACILITIES:

Collections

- In this quarter several collection were weeded at the Crookwell Library. These included:
 - Children's DVDs;
 - Non-fiction collection;
 - Magazines.
- Crookwell Library received a number of donations for the Crookwell Friends of the Library book fair. Some of these items which met the STLC Collection Development Policy were added to the collections at Crookwell and Gunning Libraries.
- The Gunning Library has once again been very fortunate to receive over fifty new books from Rosemary Thomas. These books include junior fiction, Junior Easy and Young Adult Fiction. The Gunning Library Assistant has catalogued some of these and volunteer have been covering the books.
- Staff sorted the damaged books from May on 1 June 2017. In total there were twenty-three items that were damaged. Many of these items were newer items and in one particular subject area. Goulburn has been advised of the items that were damaged so that when they purchase items on our behalf they might buy some suitable replacements.
- Changes were made to the organisation of the Crookwell Library DVD collection as a result of discussions with Goulburn Library. The DVDs will no longer be sorted via genre (TV, movie etc.). Instead DVDs will be alphabetically organised regardless of the genre. This might encourage library members to borrow from genres that they wouldn't normally.
- The Library Manager selected standing order authors (most popular authors for our customers) for our junior, youth and adult fiction collections. These lists were sent into Goulburn Library to purchase on our behalf in the new financial year.
- Some of the books from the board book collection at Crookwell Library were sent to Gunning Library to add a bit more variety to their collection.
- A new RBdigital app was launched on 28 June 2017 bringing OneClick Digital and Zinio magazines under one combined app.
- OverDrive also launched a new app in June called Libby. Library members can continue to use the OverDrive App or switch to the new Libby app which has a more user friendly interface.

Resources

- Council's Media Officer and Library Manager have been discussing advertising and general media publicity options.
- The Library Assistant position at Crookwell and Gunning Libraries was filled.
- The Library Assistants visited Goulburn Library on 8 June 2017 to look at how the Goulburn library processes its books. This assisted us with making some decisions on how we catalogue our own donations and whether there are some better workflows that we can use to save time. Other items discussed included whether there is scope to print receipts from functional transactions instead of hand writing receipts.
- Some of the library brochures have been updated with the STLC branding removed. More will be reviewed and updated in July.
- This quarter, volunteers completed one hundred and sixty hours of work in the Crookwell Library (ninety-seven hours of this was completed for the set-up, selling and pack-up of the book fair) and seven hours at the Gunning Library.

Facilities

- Our Libraries computers and Wi-Fi facilities continue to be well used by patrons and people passing through.
- Council's IT Officer installed three new computers at Crookwell Library to replace computers 4-6. These will help stop the computers freezing. Council's IT Officer also looked at computer 10 which has been having some issues.
- Goulburn Mulwaree Council IT staff installed new AMLIB software on 27 June 2017 at Crookwell Library and 28 June 2017 at Gunning Library. There were a number of issues with the installation at Crookwell Library that took a few days to fix. The issues were resolved late on 29 June 2017.
- The electricity meter box for the Crookwell Library was fixed on 1 May 2017.
- The electricity meter was read on Friday 2 June 2017 at the Crookwell Library.
- The automatic door at Crookwell Library had its 6-monthly service completed on 11 May 2017.
- The fire extinguishers were serviced on 19 May 2017 and 21 May 2017.
- Further leaks occurred at the Crookwell Library in different sections of the library. In total there were twenty-three items that were damaged. A further leak occurred in the box gutter section in early June. Council Supervisor Building Maintenance staff member inspected, tested and repaired the roof on a number of occasions.
- A Council worker inspected the water drip over the loans desk counter at Gunning Library in June.
- A potential Work Health and Safety incident occurred at the Gunning Library on 16 June 2017. The incident report has been sent to Ben Churchill.

Finance and Administration

LIBRARY QUARTERLY REPORT cont'd

- Gunning Lions Club made a donation of \$1,050 to purchase three tub chairs for the Gunning Library. The tub chairs were delivered in June.
- The Library Manager had a range of discussions and meetings this quarter. These included:
 - A meeting with the Gunning Lions Club Noticeboard on 18 May 2017 at the Gunning Library. The discussions focussed around providing information to the publication.
 - A meeting with the Gunning Library staff on 18 May 2017 at the Gunning Library.
 - Discussions with Goulburn Library and Taralga Public School on the mobile library service for Taralga.
 - A meeting with Emily Bonnell from Grand Pacific Health on 23 May 2017 at the Crookwell Library. The discussions were around the use of the pedometers and future talks at Crookwell and Gunning Libraries.
 - Attending the Crookwell Memorial Hall Committee Meeting in the Crookwell Library at 5:30 on 25 May 2017.
 - A meeting with Tourism Manager on 2 June 2017 to discuss library items for the Upper Lachlan Shire Cultural Plan.
 - A meeting with Council's Media Officer, Library Manager and staff at the Crookwell Gazette at the Gazette Office on 2 June 2017 to discuss what sorts of content the Gazette requires.
 - Discussions with Carpet Court in Goulburn on the carpet tiles.
 - A library staff meeting and training session was held at the Crookwell Library on 26 April 2017. The Library Manager outlined the major changes with the SLA, updated staff on the building repairs at both libraries, and discussed upcoming events and cataloguing procedures.
 - Discussions throughout May and June with the website developers Morpht to develop a new website for the Upper Lachlan Shire Library Service.
 - Discussions with the NSW State Library on linking the online databases to the new website.
- A number of items were ordered this quarter. These included:
 - The carpet tiles for Crookwell Library, which were ordered on 30 June 2017.
 - The rug for the children's area at Crookwell Library.
 - The furniture to replace the damaged items (two cupboards and display cubes).

Michaela Olde
Library Manager

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the Library Services 4th Quarter 2016/2017 report as information.

ATTACHMENTS

Nil

12 GENERAL MANAGER

The following items are submitted for consideration -

| | | |
|------|--|-----|
| 12.1 | Staffing Matters | 300 |
| 12.2 | Crookwell 2 and 3 Windfarms - Voluntary Planning Agreement | 302 |
| 12.3 | Action Summary - Council Decisions | 324 |

General Manager - 20 July 2017

ITEM 12.1 **Staffing Matters**

FILE REFERENCE **I17/320**

AUTHOR **General Manager**

ISSUE

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

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

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

REPORT

Following Phil Newham's retirement as Director of Works and Operations, the recruitment of the vacant position of Director of Works and Operations is being managed by Local Government NSW. The position was advertised externally with applications closing on Monday, 19 June 2017. Interviews were held on Monday, 3 July 2017. Council will be advised of the successful applicant in due course.

Council utilised Local Government Appointments for the temporary recruitment of the vacant Acting Director of Works and Operations position. Rodney Wallace will commence a six week term engagement as a contract agent to Council on Monday, 17 July 2017, in the capacity as Acting Director of Works and Operations position.

The vacant position of Part-Time Event Marketing Officer was advertised externally on Tuesday, 9 May 2017 with applications closing on Thursday, 25 May 2017. Interviews were undertaken on Thursday, 1 June 2017. Brian Faulkner was offered and has accepted the position as Part-Time Event Marketing Officer with Council, and he commenced duties on Monday, 3 July 2017.

The vacant position of Plant Operator - Grader based in Gunning was advertised internally on Thursday, 10 November 2016 with applications closing on Friday, 25 November 2016. Interviews were undertaken on Wednesday, 10 May 2017. Kenneth Croker was offered and has accepted the position as Plant Operator - Grader with Council, and he commenced duties on 7 July 2017.