



BUSINESS PAPER

ORDINARY MEETING

Thursday 21 May 2020

9:00AM

Council Chambers Crookwell

TABLELANDS REGIONAL COUNCIL'S VISION

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

COUNCIL'S MISSION

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

COUNCIL'S AIMS

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

NOTICE OF MEETING

19 May 2020

Councillors

Dear Members

Ordinary Meeting of Council

Notice is hereby given that the next Ordinary Meeting of Council will take place on **Thursday 21 May 2020** in the **Council Chambers Crookwell** commencing at **9:00AM**.

Your presence is requested.

Yours faithfully



Colleen Worthy
General Manager
Upper Lachlan Shire Council

AGENDA

ACKNOWLEDGEMENT OF COUNTRY

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

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	Nil	
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UPPER LACHLAN SHIRE COUNCIL

LEAVE OF ABSENCE

General Manager
Upper Lachlan Shire Council
Spring Street
CROOKWELL NSW 2583

Dear Sir

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

Date:

I will be absent for the following reason/s:

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

Yours faithfully

.....
(Councillor Signature)

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

UPPER LACHLAN SHIRE COUNCIL

COUNCILLORS DISCLOSURE OF A PECUNIARY INTEREST

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

To the General Manager

I, _____

Declare a Conflict of Interest, being a PECUNIARY Interest.

Name of Meeting: Ordinary Meeting of Council

Date of Meeting:

Page Number:

Item Number:

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

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

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

to be held on the _____ day of _____ 20 .

Pecuniary interest

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

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

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

Matter giving rise to pecuniary interest¹

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

[Tick or cross one box]

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

Current zone/planning control

Proposed change of zone/planning control

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

☐ Appreciable financial gain

☐ Appreciable financial loss

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

Councillor's Signature:

Date:

UPPER LACHLAN SHIRE COUNCIL

COUNCILLORS DISCLOSURE OF A NON-PECUNIARY INTEREST

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

To the General Manager

I, _____

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

☐ Significant

☐ Non Significant

COUNCIL MEETINGS

Name of Meeting _____

Date of Meeting _____

Page Number _____ Item Number _____

Subject _____

Reason for Interest _____

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

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

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

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

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

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

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

Signature

Date

5 CONFIRMATION OF MINUTES

The following minutes are submitted for confirmation -

5.1	Minutes of the Ordinary Meeting of Council of 16 April 2020	12
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UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS
ON 16 APRIL 2020

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

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

THE MAYOR DECLARED THE MEETING OPEN AT 6.00PM

SECTION 1: NOTICE OF WEBCASTING/AUDIO RECORDING OF MEETING

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

A minutes silence was observed for the passing of Doreen Wheelwright and George Webb

SECTION 2: APOLOGIES & LEAVE OF ABSENCE

An apology was received from Cr Kensit.

60/20 **RESOLVED** by Cr Searl and Cr McCormack that the apologies be received and a leave of absence granted.

- CARRIED

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

Councillors who voted against:- Nil

SECTION 3: CITIZENSHIP CEREMONY

Nil

SECTION 4: DECLARATIONS OF INTEREST

Nil

UPPER LACHLAN SHIRE COUNCIL
MINUTES OF THE
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ON 16 APRIL 2020

SECTION 5: CONFIRMATION OF MINUTES

61/20ITEM 5.1 **RESOLVED** by Clr Searl and Clr McCormack

That the minutes of the Ordinary Council Meeting held on 19 March 2020 be adopted.

- CARRIED

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

Councillors who voted against:- Nil

SECTION 6: MAYORAL MINUTES

ITEM 6.1 **MAYORAL MINUTE**

62/20 **RESOLVED** by Mayor Stafford and Clr Searl

1. That Council receive and note the activities attended by the Mayor for March 2020 and April 2020.

- CARRIED

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

Councillors who voted against:- Nil

SECTION 7: PRESENTATIONS TO COUNCIL/PUBLIC

Nil

SECTION 8: CORRESPONDENCE

Nil

UPPER LACHLAN SHIRE COUNCIL
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SECTION 9: LATE CORRESPONDENCE

Nil

SECTION 10: INFORMATION ONLY

ITEM 10.1 DEVELOPMENT STATISTICS FOR THE MONTH OF MARCH 2020
63/20 RESOLVED by Clr Searl and Clr McCormack

1. Council receives and notes the report as information.

- CARRIED

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

Councillors who voted against:- Nil

ITEMS 10.2 – INFORMATION ONLY ITEMS
10.9

64/20 RESOLVED by Clr Searl and Clr McCormack
1. Council receive and notes items 10.2 – 10.9 as information.

- CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
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REPORTS FROM STAFF AND STANDING COMMITTEES

SECTION 11: ENVIRONMENT AND PLANNING

ITEM 11.1 HOUSING STRATEGY

65/20 **RESOLVED** by Clr Searl and Clr McCormack

1. The Council place the draft housing strategy on public exhibition for a minimum of 28 days.

- CARRIED

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

Councillors who voted against:- Nil

ITEM 11.2 SECTION 4.6 VARIATION CONCURRENCE 1 GEORGE STREET COLLECTOR.

66/20 **RESOLVED** by Clr Searl and Clr Culhane

1. Council vary the minimum lot size requirement of clause 4.1 by 11.6% to permit the development of the site for a dwelling on lot 18 DP 727525 1 George street Collector.

- CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
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ITEM 11.3 COMMUNITY CONSULTATION LOCAL STRATEGIC PLANNING STATEMENTS

67/20 RESOLVED by Clr Searl and Clr McCormack

1. Council advertise the Local Strategic Planning Statement at the same time as the Housing Strategy and notify our strategic stakeholders for 28 days.

- CARRIED

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

Councillors who voted against:- Nil

ITEM 11.4 FOOD PREMISES INSPECTIONS

68/20 RESOLVED by Clr Searl and Clr O'Brien

1. Council waive the initial \$190.00 food premises inspection fee for the 2019/2020 financial year.

- CARRIED

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

Councillors who voted against:- Nil

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SECTION 12: INFRASTRUCTURE DEPARTMENT

ITEM 12.1 OUTCOME OF THE ADDITIONAL ENVIRONMENTAL SITE ASSESSMENT OF CROOKWELL COUNCIL WORKS DEPOT

69/20 **RESOLVED** by Clr Searl and Clr McCormack

1. Council receives and notes the report as information.

- CARRIED

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

Councillors who voted against:- Nil

ITEM 12.2 REQUEST TO APPROVE THE CO-FUNDING DEED FROM DPIE FOR THE PROPOSED DEVELOPMENT WORK OF COUNCILS INTEGRATED WATER CYCLE MANAGEMENT (IWCM)

70/20 **RESOLVED** by Clr Searl and Clr Culhane

1. Council accept the co-funding Deed from NSW Department of Planning, Industry and Environment (DPIE) for the development of Council's Integrated Water Cycle Management (IWCM) report under Stream 2 of the Safe and Secure Water Program (SSWP) DPIE;
2. Council allocate \$95,841 (GST exclusive) half each within financial year 2019/20 and financial year 2020/21 from the Externally Restricted Water Fund Reserve to fund the proposed ICWM.

- CARRIED

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

Councillors who voted against:- Nil

UPPER LACHLAN SHIRE COUNCIL
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SECTION 13: FINANCE AND ADMINISTRATION

ITEM 13.1 INTEGRATED PLANNING AND REPORTING - ADOPTION OF DRAFT PLANS FOR PUBLIC EXHIBITION

Moved by Searl and McCormack

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

- Delivery Program 2020/2021 – 2023/2024;
- Operational Plan 2020/2021;
- Resource Strategy documents including:-
 - Long Term Financial Plan 2020 – 2029;
 - Infrastructure Plan 2020 – 2029;
 - Workforce Plan 2020/2021 – 2023/2024.

The public exhibition period commences Monday, 27 April 2020 to Thursday, 28 May 2020 inclusive, with copies of each plan available for viewing on Council's website and a link is provided to Council's Facebook Page.

An amendment to the motion was moved by Cllr Cummins and Cllr Opie that;

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

- Delivery Program 2020/2021 – 2023/2024;
- Operational Plan 2020/2021;
- Resource Strategy documents including:-
 - Long Term Financial Plan 2020 – 2029;
 - Infrastructure Plan 2020 – 2029;
 - Workforce Plan 2020/2021 – 2023/2024.

The public exhibition period commences Monday, 27 April 2020 to Thursday, 28 May 2020 inclusive, with copies of each plan available for viewing on Council's website and a link is provided to Council's Facebook Page.

2. That while the Operational Plan 2020/21 is on public exhibition that the 2020/21 Budget is further reviewed by the General

UPPER LACHLAN SHIRE COUNCIL
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- Manager to ascertain if a more balanced budget can be achieved to obtain a more equitable outcome for all residents of the Shire and a report is submitted to the next Council meeting.
3. That all Business Rates are deferred immediately for a period of 6 months.

Councillors who voted for:- Crs R Cummins and R Opie

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

On being put to the meeting the amendment was lost and the original recommendation became the motion.

71/20

RESOLVED by Clr Searl and Clr McCormack

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

- Delivery Program 2020/2021 – 2023/2024;
- Operational Plan 2020/2021;
- Resource Strategy documents including:-
 - Long Term Financial Plan 2020 – 2029;
 - Infrastructure Plan 2020 – 2029;
 - Workforce Plan 2020/2021 – 2023/2024.

The public exhibition period commences Monday, 27 April 2020 to Thursday, 28 May 2020 inclusive, with copies of each plan available for viewing on Council's website and a link is provided to Council's Facebook Page.

- CARRIED

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

Councillors who voted against:- R Opie.

UPPER LACHLAN SHIRE COUNCIL
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SECTION 14: GENERAL MANAGER

Nil

SECTION 15: LATE REPORTS

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

ITEM 16.1 REPORTS FROM COMMITTEES FOR THE MONTH OF APRIL

72/20

RESOLVED by Cllr Searl and Cllr McCormack

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

1. Audit, Risk and Improvement Committee – Minutes from meeting held 18 March 2020.

Item 3.1 Confirmation of Minutes

1. That the minutes of the Audit, Risk and Improvement Committee Meeting held on 18 December 2019 be adopted with the amendment to item 4.6 noting Chairperson casting vote for that item of business.

Item 4.1 Council Investments Portfolio to 31 January 2020

1. The report on Council investment portfolio is received and noted as information.
2. Given the low interest climate on investments the Committee advises Council to maintain its long established and prudent policy and reject any temptation to try more risky products that offer higher rates of return.

Item 4.2 NSW Audit Office – Report on Internal Controls and Governance 2019

1. The NSW Audit Office Report on Internal Controls and Governance 2019 is received and information noted.

Item 4.3 Grant Thornton Australia – Internal Audit of Council Business Continuity Management System

1. The Grant Thornton Australia internal audit review report for Council on Business Continuity Management System be received, the Action Plan endorsed and implemented by senior management.

UPPER LACHLAN SHIRE COUNCIL
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Item 4.4 Local Government Accounting Code Update 2019/2020

1. The report on the Local Government Code of Accounting Practice and Financial Reporting Code Update for 2019/2020 be received and the information noted.

Item 4.5 2018/2019 NSW Audit Office Final Audit Management Letter

1. The NSW Audit Office Final Management Letter on the external audit for the year ended 30 June 2019 be received and the management responses addressing the audit issues is endorsed.

Item 4.6 Chairpersons Report on 2018/2019 Audit Issues

1. The Committee receive and note the Chairperson Report on the 2018/2019 audit issues as information.

Item 4.7 Chairperson Presentation to Council in February 2020

1. The Committee Chairperson report be received and the information noted.

73/20

RESOLVED by Cr Searl and Wheelwright

1. That the recommendations 3.1, 4.1 to 4.7 listed above from the Minutes from the Audit, Risk and Improvement Committee from 18 March 2020 be adopted.

- CARRIED

Councillors who voted for:-

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

Councillors who voted against:- Nil

2. Grabben Gullen Community Association – Minutes from meeting held 6 May 2019.
3. Collector Pumpkin Festival – Minutes from meeting held 18 March 2020.

A motion was moved by Cr Cummins and Cr Opie

1. That Cr Searl organise a report for the next Council Meeting on the intentions of the Pumpkin Festival Committee to present to Council proper audit report for the committees financial position.

UPPER LACHLAN SHIRE COUNCIL
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On being put to the meeting the motion was carried.

74/20

RESOLVED by Cr Cummins and Cr Opie

1. That Cllr Searl organise a report for the next Council Meeting on the intentions of the Pumpkin Festival Committee to present to Council proper audit report for the committees financial position.

- CARRIED

Councillors who voted for:-

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

Councillors who voted against:- Nil

- CARRIED

SECTION 17: NOTICES OF MOTION

ITEM 17.1

NOTICE OF MOTION - COUNCIL MEETING TIMES

75/20

RESOLVED by Cllr Searl and Cllr McCormack

1. That Council, effective at and from the May 2020 meeting, commence Ordinary Meetings of Council at 9.00am and that Council amend the Upper Lachlan Shire Code of Meeting Practice, section 3.1 to provide for a 9.00am commencement of meetings and section 18.1 to 18.3 to provide for a time of conclusion of meetings at 12.00pm.

- CARRIED

Councillors who voted for:-

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

Councillors who voted against:-

Crs R Cummins, R Opie and D O'Brien"

UPPER LACHLAN SHIRE COUNCIL
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SECTION 18: QUESTIONS WITH NOTICE

Nil

CLOSED COUNCIL ITEMS

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

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

76/20 **RESOLVED** by Cllr Searl and Cllr McCormack

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

- CARRIED

Council closed its meeting at 7.34pm and the public, staff and press left the chambers.

77/20 **RESOLVED** by Cllr McCormack and Cllr Searl

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

- CARRIED

Open Council resumed at 7.42PM.

Resolutions from the Closed Council Meeting

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

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

SECTION 19: CONFIDENTIAL SESSION

**ITEM 19.1 RECOMMENDATION TO APPROVE THE TENDER EVALUTATION
FOR THE GENERAL WASTE TRANSFER AND DISPOSAL
SERVICE PROVIDER**

78/20 RESOLVED by Clr Searl and Clr McCormack

1. Council approve schedule of price tender from “Veolia Environmental Services (Australia) Pty Ltd” for a two year estimated price of \$710,000 excluding GST subject to the conditions of contract are agreed.

- CARRIED

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

Councillors who voted against:- Nil

THE MEETING CLOSED AT 7.45PM.

Minutes confirmed 21 MAY 2020

.....
Mayor

6 MAYORAL MINUTES

The following item is submitted for consideration -

6.1	Mayoral Minute	26
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Mayoral Minutes - 21 May 2020

ITEM 6.1 Mayoral Minute

FILE REFERENCE I20/224

- 16 April 2020** 2GN Radio Interview
Council Meeting – April 2020
- 23 April 2020** 2GN Radio Interview
- 23 April 2020** Meeting with General Manager
- 25 April 2020** Taralga and Crookwell ANZAC visits, paying respect and laying wreaths
- 30 April 2020** 2GN Radio Interview
- 30 April 2020** Meeting with Director of Finance and Administration
Meeting with General Manager
- 7 May 2020** 2GN Radio Interview
- 13 May 2020** CRJO Board Meeting with General Manager – Virtual
- 14 May 2020** 2GN Radio Interview
- 14 May 2020** CRJO Meeting with General Manager – Virtual
- 18 May 2020** Wendy Tuckerman MP and General Manager – Virtual
- 19 May 2020** Meeting with General Manager and Cllr Kensit, Cllr Searl, Cllr McCormack
- 21 May 2020** 2GN Radio Interview
Council Meeting – May 2020

ATTACHMENTS

Nil

8 CORRESPONDENCE

The following item is submitted for consideration -

8.1	Correspondence items for the month of April/May	28
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Correspondence - 21 May 2020

ITEM 8.1

Correspondence items for the month of April/May

RECOMMENDATION:

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

1. Tuena Hall & Recreation Area Committee – Thank you for the cleaning up of the Tuena area.
2. Frankston City Council – Federal Government Royal Commission Reform – Gambling Harm.
3. Hon Brad Hazzard – Crookwell District Hospital – Upgrade.
4. Office of Local Government – Council Update on COVID-19.
5. Local Government of NSW – Presidents Message – 27 March 2020.
6. Local Government of NSW – September 2020 Elections Postponed.
7. National Bushfire Recovery Agency – Product Purchasing Program.
8. Joint letter Minister Lee and Ray James re Anzac Day - RSL NSW / Department of Veteran's Affairs
9. Minister Hancock – Message 16 April 2020
10. Office of Local Government – Circular 20-07 – Employment Arrangements and international and domestic travel in relation to COVID-19.
11. Office of Local Government – Circular 20-08 – Release of the Guide to Webcasting Council and Committee Meetings.
12. Office of Local Government – Circular 20-09 – Compliance with Social Distancing requirements.
13. Office of Local Government – Circular 20-10 – COVID-19 Postponement of the September Local Government Elections.
14. Office of Local Government – Circular 20-11 – COVID -19 Financial Accounting business areas - final code of accounting practice and financial reporting update
15. Office of Local Government – Circular 20-12 – COVID -19 Development Updates Modification of statutory requirements.
16. Office of Local Government – Circular 20-13 – COVID -19 Development update Managing fraud and corruption risks
17. Office of Local Government – Circular 20-14 – COVID -19 Social distancing requirements
18. Office of Local Government – Circular 20-15 – COVID -19 New Integrated Planning and Reporting requirements
19. Minister Hancock - Message 26 April 2020
20. DPIE Fast Tracked Assessments Further Information
21. Media Release - Wendy Tuckerman - Rent Relief - April 2020
22. Office of Local Government - Council COVID19 update 17 April 2020
23. Australian Local Government Association NEWS - Relief for NSW Council Workers and Local planning emergencies 17 April 2020
24. OLG - COVID-19 Council Updated 20 April 2020
25. OLG - COVID-19 Council Updated 21 April 2020
26. OLG - COVID-19 Council Updated 23 April 2020
27. OLG - COVID-19 Council Updated 4 May 2020
28. OLG - COVID-19 Council Updated 6 May 2020

Correspondence

CORRESPONDENCE ITEMS FOR THE MONTH OF APRIL/MAY cont'd

29. Local Government NSW - Stimulus package for councils a big win for local government
30. Media Release - Regulatory Changes to Local Government - Wendy Tuckerman
31. Minister Hancock 24 April 2020
32. Regulatory changes to take pressure off ratepayers, businesses and councils - Office of Local Government NSW - Minister Hancock
33. RSL Gunning Chapter - Gunning Cenotaph request - E R Waters - 05 February 2020 - Thank you letter

ATTACHMENTS

1. ↓	Tuena Hall & Recreation Committee - Thank you for cleaning up the Tuena area	Attachment
2. ↓	Frankston City Council - Federal Government Royal Commission Reform - Gambling Harm - 18 March 2020	Attachment
3. ↓	Hon. Brad Hazzard MP - Minister for Health and Medical Research - Upgrade - Crookwell District Hospital - 18 March 2020	Attachment
4. ↓	OLG - COVID-19 Council update 25 March 2020	Attachment
5. ↓	Local Government NSW - President's Message 27 March 2020	Attachment
6. ↓	Local Government NSW - September 2020 Local Government Elections postponed	Attachment
7. ↓	National Bushfire Recovery Agency - Product Purchasing Program	Attachment
8. ↓	Joint letter Minister Lee and Ray James re Anzac Day - RSL NSW / Department of Veteran's Affairs	Attachment
9. ↓	Minister Hancock - Message 16 April 2020	Attachment
10. ↓	OLG Circular 20-07 - Employment Arrangements and international and domestic travel in relation to COVID-19	Attachment
11. ↓	LG Circular - 20_08 - Release of the Guide to Webcasting Council and Committee Meetings	Attachment
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Correspondence**CORRESPONDENCE ITEMS FOR THE MONTH OF APRIL/MAY cont'd**

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25. ↓	OLG - COVID-19 Council Updated 21 April 2020	Attachment
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33. ↓	RSL Gunning Chapter - Gunning Cenotaph request - E R Waters - 05 February 2020 - Thank you letter	Attachment

Susie Pearman

From: Gabrielle Saville <1gai2play@gmail.com>
Sent: Thursday, 19 March 2020 10:29 AM
To: Upper Lachlan Shire Council
Subject: works department

Tuena Hall & Recreation Area Committee

Bathurst Street, Tuena NSW 2583 PH. 48345267

A section 355 committee of Upper Lachlan Shire Council

19th March 2020

Yesterday there was a work crew at Tuena removing and mulching the dead tree in the camping area completing Customer Request Number 4652/2020. Thank you they did a great job and it is now much safer for campers.

Also Adam Moorby was here and attended to the doors in the toilets at the Hall. He made some adjustments and they doors are now appropriate for use by both our aging residents and our disabled lady.

Thank you for your prompt attention to both these issues.

**Gabrielle Saville
Secretary.**

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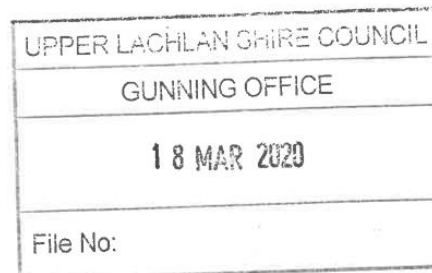
Office of the Mayor

Frankston City Council
30 Davey Street, Frankston, Victoria, Australia
Telephone: +613 8773 9529 Mobile: 0400 236 107
PO Box 490, Frankston VIC 3199
Website: frankston.vic.gov.au

Reference: A4157559
Enquiries: Kathryn Renwick
Telephone: 03) 9784 1014

Mayor, Cr Brian Stafford
Upper Lachlan Shire Council
PO Box 42
GUNNING NSW 2581

6 March 2020



Dear Cr Stafford

JOIN THE CALL FOR THE FEDERAL GOVERNMENT ROYAL COMMISSION REFORM

As the Mayor of Frankston City Council, I am writing to you in conjunction with the Alliance for Gambling Reform, asking your Council to join the call for a Federal Royal Commission into Gambling Harm.

Council at its meeting on 28 January 2020 adopted the following Notice of Motion:

That Council:

1. *Affirms the Australian Local Government Association commitment to support the City of Yarra Notice of Motion in calling on the Federal Government to:*
 1. *Establish a Royal Commission into the gambling industry and the \$24 billion in annual gambling losses nationally, the highest in the world in per capita terms.*
 2. *Embrace national harm minimisation policies to reduce gambling harm in Australia such as:*
 - a) *Following the lead of the UK Labour Party in supporting a ban on credit card usage with Australian licensed online gambling companies;*
 - b) *Introducing further restrictions on gambling advertising, emulating the approach taken with the tobacco industry;*
 - c) *Establishing a national ombudsman scheme to process consumer complaints and resolve customer disputes with online gambling companies;*
 - d) *Introducing a ban on federally registered political parties from owning gambling licences issued by Australian governments, including for the operation of poker machine venues.*
2. *Calls on the Federal Government, through support of the Australian Local Government Association, to investigate the gambling industry's influence on the democratic process, including political donations and third party campaigning;*
3. *Notes the letter of support from the Alliance for Gambling Reform in relation to this Notice of Motion;*

Seaford » Frankston » Langwarrin » Karingal » Skye » Frankston South » Frankston North » Carrum Downs » Langwarrin South » Sandhurst
.....

4. *Prepares a joint letter with the Alliance for Gambling Reform to all Mayors in Australia calling on similar council resolutions (including a generic Notice of Motion template); and*
5. *Resolves to not accept any corporate sponsorship for council based activities from gambling/gaming entities, without exception.*

Frankston City Council is part of the Alliance for Gambling Reform's group of Leadership Councils because we are concerned about gambling harm and the damage it is doing in local communities. The latest data shows that across Australia, almost \$25 Billion dollars was lost in 2017/18 on gambling, an increase of 5 per cent from the year before. Given the scale of the damage done by gambling, and the costs to our communities, the Federal Government should establish a Royal Commission into the industry.

The last serious investigation of the gambling industry was by the federal Productivity Commission that concluded in 2011. This report found that significant changes to harm minimisation strategies were required such as reducing the maximum bet limit per button push to \$1 and limiting the amount of cash that can be inserted into a machine at one time. Since then, whistleblowers have come forward detailing a string of appalling behaviours. These are likely to be the tip of the iceberg that a Royal Commission could fully investigate.

There are known links between gambling harm and issues that plague our communities such as mental-ill health, family violence, poverty, homelessness and chronic illnesses.

Carolyn Crawford, a resident from Frankston City and an advocate with lived experience of gambling harm, said: "In 2016 at the age of 64, I was sentenced to 18 months in prison for taking money from my place of employment to gamble on the pokies. I went to the pokies every day after work and weekends. Many a time I would be driving home after losing all my money thinking to myself that I should just drive my car into a tree to stop the loneliness and pain I was feeling in myself."

"The only thing that stopped me was the guilt I felt about causing pain and sadness to my family and friends. A gambling addiction is not something that you can see like alcohol or drugs but is just as mentally unhealthy."

Research since the Productivity Commission report has revealed that harm to health caused by 'low' and 'moderate' risk gambling is greater than that experienced by 'problem' gambling. This change in our understanding of gambling harm warrants a re-assessment of the industry and its societal costs. Our understanding of gambling harm as a public health issue requires a wider scope than the Productivity Commission, and requires the Federal Government to fully investigate the problems within the gambling industry and take action to address these.

A Royal Commission into gambling will help address the social, political and industry regulation concerns arising from the continuous escalation of money lost and harms caused by gambling in communities across Australia. Given the extent of influence exerted by the gambling industry in Australia, nothing short of a nation-wide Royal Commission will achieve the degree of strengthened regulation and bolster the case for reform to reduce the gambling industry's impacts on our communities.

Please join us in calling for a Federal Royal Commission into Gambling and for the Federal Government to embrace national harm minimisation policies. Together we can tackle harm from gambling in your community and call for reforms to give your residents the protections they deserve.

Attached is our Notice of Motion that you can use as a template for a motion at your Council. If you have any questions or would like further information please contact Kathryn Renwick, Social and Community

Planner, kathryn.renwick@frankston.vic.gov.au or the Alliance for Gambling Reform's Council Gambling Harm Advisor, Katherine at katherine@agr.org.au.

Yours faithfully

S. Mayer

Cr Sandra Mayer
MAYOR – FRANKSTON CITY

T. Costello

Rev. Tim Costello
ALLIANCE FOR GAMBLING REFORM

Enc.



**ALLIANCE FOR
GAMBLING REFORM**

Template Notice of Motion:

1. Affirms the Australian Local Government Association commitment to support the City of Yarra Notice of Motion in calling on the Federal Government to:
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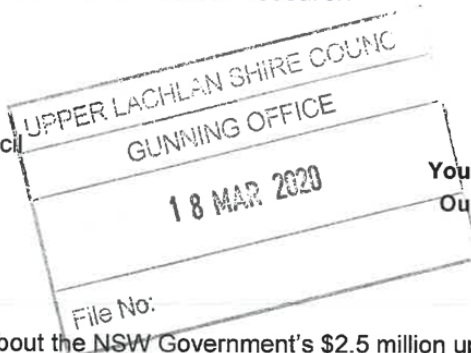
ⁱ "Expenditure on Gambling in Victoria and Australia" <https://responsiblegambling.vic.gov.au/resources/gambling-victoria/expenditure-on-gambling-victoria-and-australia/>

ⁱⁱ Browne, M et al., "Assessing Gambling-Related Harm in Victoria: a public health perspective", Victorian Responsible Gambling Foundation (July 2016)
<https://responsiblegambling.vic.gov.au/resources/publications/assessing-gambling-related-harm-in-victoria-a-public-health-perspective-69/>



The Hon. Brad Hazzard MP
Minister for Health and Medical Research

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



Your ref F20/5
Our ref M20/933

Dear Councillor Stafford

Thank you for your letter about the NSW Government's \$2.5 million upgrade to Crookwell District Hospital.

I acknowledge the importance of collaboration with the Upper Lachlan Shire Council during the upgrades of Crookwell District Hospital and look forward to continued support during the next phase of the transformation.

Mr Terry Clout, Interim Chief Executive, Southern NSW Local Health District, has advised that planning for the Crookwell District Hospital upgrade is underway. Initial site reviews began in mid-2019, where scope options were identified for the Emergency Department (ED). A Request for Quotation (RFQ) is being prepared for the Design and Documentation of the full scope of works. The RFQ is expected to be released in March 2020. Potential early works will start in March/April 2020 which will include the decanting of administration offices.

The upgrade at Crookwell will include:

- A new ED with increased capacity and spatial expansion including a new Ambulance Bay. This will be easily accessible and visible from Kialla Road.
- New medical equipment including ECG machine, defibrillator and transport ventilator.
- The wellness centre will have a refurbished patient kitchen and shower facility, door alterations and internal and external painting.
- Improved ward areas for inpatients throughout the Hospital, including patient rooms, with the main corridor flooring being replaced and painting.
- A new medication room with security and shelving which will be accommodated in the new Emergency Department.

Southern NSW Local Health District will engage with community stakeholders throughout the project by various methods. Initial discussions were held on 12 February 2020.

Thank you again for writing. If you would like more information, please contact Andrew Elliott, District Director Information and Infrastructure, Southern NSW Local Health District, at Andrew.Elliott@health.nsw.gov.au or on 0455 086 142.

Yours sincerely

The Hon. Brad Hazzard MP
Minister for Health and Medical Research

11 MAR 2020

[Contact us](#) | [Facebook](#) | [Twitter](#)

COVID-19 COUNCIL UPDATE

It follows Parliament passing amendments to the Local Government Act last night to provide the Minister with the power to postpone the elections for 12 months with a possible further extension to 31 December 2021 should the need arise.

The Minister intends to make an order which will be published in the Government Gazette to postpone the 2020 local government elections. It is the Government's intention that these council elections will be held in September 2021.

Current councillors and popularly elected mayors will continue to hold their civic offices until the rescheduled local government elections are held.

Mayoral elections will need to be held for mayors elected by councillors in September 2018 when their two-year terms expire this year. Mayors elected in September 2019 will continue to hold office until September 2021 once the new election date is gazetted.

The postponement of the next elections will not change the future schedule of council elections, and the subsequent elections will still proceed in September 2024.

The Office of Local Government has issued a [circular](#) to provide further information to councils.



Councils can now hold



meetings remotely

Amendments have now been made to the Local Government Act to allow councils to meet remotely to reduce the risk of COVID-19 and ensure compliance with the Public Health Order.

The amendments take effect immediately and will operate for six months.

This means that councillors can now participate in meetings by an audio-visual link instead of attending in person.

Council meetings can be held entirely remotely by audio-visual link.

Alternatively, where councils continue to meet in person, individual councillors are permitted to participate in the meeting by audio-visual link.

Requirements for members of the public to be permitted to attend meetings can now be satisfied by livestreaming the meeting using an audio-visual link.

The Minister for Local Government can approve other arrangements for satisfying the requirements for councillors and members of the public to “attend” meetings, but only if audio-visual links are not reasonably available.

The Office of Local Government has issued a circular containing further technical advice to councils about meetings.



Information and resources

New restrictions announced by National Cabinet

National Cabinet last night announced new restrictions and measures to combat COVID-19.

This includes additional prohibited activities and venues to apply from 11.59pm today. Councils can access further information here.

New Ministerial Order power

Changes to the Environmental Planning and Assessment Act have been made to allow the NSW Minister for Planning and Public Spaces to make an Order

for development to be carried out without the normal planning approval in order to protect the health, safety and welfare of the public during the COVID-19 pandemic. Councils can access the Ministerial Orders currently in force [here](#). They include changes to retail trading, waste and home businesses.

Webinar for councils

You can now access a recording of a council webinar held by the Office of Local Government from the State Emergency Operations Centre on 23 March 2020. The recording of the webinar can be accessed [here](#).

Local Emergency Management Committees

A number of councils have sought NSW Education Department representation or input into Local Emergency Management Committees. All requests for Education input into Local Emergency Management Committees should be sent to edu.lo@det.nsw.edu.au.

Find the facts

Councils can access facts about COVID-19 on the NSW Government website [here](#).

Template emergency plans

Councils can now access template emergency plans to help them manage COVID-19. The following templates have been provided by the City of Sydney for use by all councils:

- [Pandemic Sub Plan](#)
- [Business Continuity Plan](#)
- [Cleansing and Waste Business Continuity Plan](#)
- [Business Continuity Recovery Team Plan](#)

Quicklinks

Councils can access the latest information and resources about COVID-19 on the [NSW Government](#), [NSW Health](#) and [Commonwealth Government](#) websites. The [Office of Local Government](#) has also set up a COVID-19 page on its website.

Please click [here](#) to [unsubscribe](#) from our mail list.

[Home](#)

President's Message 27 March 2020

This week we note the decision by Local Government Minister Hancock to postpone the state's council elections until September 2021, providing certainty to our communities during these extraordinary times. There has never been a more important time for local leadership, stability and governance by elected local government representatives than during this pandemic.



We continue to urge State and Federal Governments to rapidly inject economic stimulus funding into councils, to ensure we can support our communities and valued council staff through the COVID-19 pandemic. Refer to the [LGNSW media release](#).

What has changed:

- **ADVOCACY WIN – Certainty secured as Local Government elections are delayed for at least 12 months, tentatively to September 2021.** Current councillors, popularly elected mayors and mayors elected by councillors in September 2019 will continue to hold office until September 2021 once the new election date is gazetted. Mayoral elections will need to be held for those mayors elected by councillors in September 2018, when their two-year terms expire. All other positions with annual terms, including most deputy mayors, will be re-elected in September too. Refer to the [LGNSW media release](#).
- **ADVOCACY WIN: Online council meetings are now possible.** Councils may now hold virtual official meetings to support governance during social distancing and self-isolation. This is great news for councils who can meet via audio visual links and webcast their meetings to the public. However, the Government must ensure all councils, including those unable to meet these new requirements, can urgently obtain approval for alternative arrangements. For further information contact Strategy Manager Damian Thomas on 02 9242 4063 or by [email](#).
- **ADVOCACY WIN: EPlanning Extension Whilst ePlanning has been mandated for 42 councils in metro Sydney, Newcastle, the Central Coast and Illawarra,** we have secured a six-month transition period to give councils time to prepare their operating procedures and staff. While councils and Principal Certifying Authorities (PCAs) operating in metropolitan areas will be required to start accepting and processing DAs, complying development certificates and post-consent certificates via the NSW Planning Portal from 1 July 2020, the mandate will not take effect until 31 December 2020. The remaining 86 councils outside metropolitan areas, have until 1 July 2021 before ePlanning becomes mandatory. We will continue to call on the Government to ensure that no councils are charged for using ePlanning, and service level agreements are in place to ensure the quality of service to the public can be delivered. For further information contact Senior Policy Officer Linda Blinkhorn on 02 9242 4094 or by [email](#).
- **ADVOCACY WIN: The federal government's \$50.6 million Black Spot Program** for the 2020-2021 is very welcome. It will go directly into improving road safety outcomes at 147 dangerous crash sites across the local road network in NSW. For further information contact Senior Policy Officer Sanjiv Sathiah by [email](#).
- **NEW Environmental Planning and Assessment Act changes** allow the Minister for Planning and Open Spaces to make and Order for development (or class of developments) to be carried out to protect the health, safety and welfare of the public. This change allows development to occur notwithstanding the existence of other planning instruments, approvals and their conditions of consent and any documentation required under the Act or its regulation is to be made public online via the NSW Planning Portal or another approved website. Access the Ministerial Orders currently in force [here](#).
- **NEW 24/7 retail operations.** The Minister for Planning and Open Spaces has issued an order to enable retailers, supermarkets and pharmacies, and commercial waste collection services, to operate 24/7 during the COVID-19 pandemic. The order also allows home-based businesses to operate at any time and boosts the number of people that can be employed subject to social distancing rules. For further information contact Senior Policy Officer Linda Blinkhorn on 02 9242 4094 or by [email](#).

LGNSW will of course continue to provide you with every support during this period of change. We are also making changes of our own.

In a time when professional development has never been more important, we're moving to online delivery of training and events. We'll keep you informed with news about all future event programs. You can also [sign up](#) to receive latest news, offers and discounts.

HELP AMPLIFY OUR SECTOR'S ADVOCACY WORK

- **Calling for the State and Federal governments to urgently deliver stimulus funds to local governments.** Please assist us by calling on your local State and Federal members for urgent economic stimulus funds to councils that we know will assist in generating local economic recovery for NSW and Australia.
- **Essential services in your communities:** I encourage you to ensure your Council has identified what constitutes essential services in your community, and let LGNSW know, as Government continues in its efforts to identify public facilities and services that should be closed to the general public, consistent with

Related Links

[Latest News](#)[President's message](#)

the Public Health Orders signed by the NSW Health Minister. The OLG have developed an FAQ document which can be accessed [here](#). Please provide LGNSW Staff contact here

REMINDERS

- **Industrial Relations Commission (IRC):** All employers covered by the Award are to provide the Commission information relating to casual, labour hire and fixed term contract employees by no later than 4pm on 30 March 2020.

POSITIONS OPEN

- **State Weed Committee:** I encourage councillors to contribute their local government expertise to the NSW State Weed Committee. For further information on this role, call 9242 4080 or email Susy Cenedese, Strategy Manager – Environment.

The Government yesterday announced the decision to postpone the September 2020 Local Government Elections due to the COVID-19 crisis.

Minister Hancock has confirmed the local government elections are now set to be held in September 2021. However, there is a possibility that a further extension to 31 December 2021 may be enacted, should the need arise.



As a result, current councillors, popularly elected mayors and mayors elected by councillors in September 2019 will continue to hold office until September 2021 once the new election date is gazetted. Meanwhile, mayoral elections will need to be held for those mayors elected by councillors in September 2018, when their two-year terms expire.

I think you will agree this decision provides greater certainty to current councillors and popularly elected mayors as well as prospective candidates following the amendments made to the Local Government Act, which were passed by Parliament yesterday.

In a pandemic, stability and governance by elected local government representatives is an essential service.

I am confident this delay will provide even greater impetus for current councillors and mayors to continue to work together to protect local democracy and uphold transparency and accountability standards in NSW during this difficult time.

It is of course in the best interests of our communities, ensuring the health and safety of voters, council staff, NSW Electoral Commission staff, and election candidates are protected, and current councillors and mayors can continue to focus on combatting the spread of this virus and guide our communities to recovery.

Further information and questions regarding the Minister's decision should be directed to the Office of Local Government (OLG). OLG is also intending to provide further advice and is issuing regular [COVID-19 Council Updates](#) to provide council staff and councillors with the latest information and resources. Councils should contact their Council Engagement Manager with any questions and issues.

LGNSW will of course provide you with every support during this period of change.

Yours sincerely,

A handwritten signature in dark ink that reads "Linda".

Cr Linda Scott
President LGNSW

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Local Government New South Wales · Level 8, 28 Margaret Street · Sydney · Sydney, NSW 2000 · Australia



**National Bushfire
Recovery Agency**

OFFICIAL

Department of Foreign Affairs and Trade (DFAT) product purchasing program

Dear colleague,

Our partners at the Department of Foreign Affairs and Trade (DFAT) are looking for local business operators in bushfire affected areas to supply locally-made goods for future international events and forums.

DFAT would like to purchase small, non-perishable items such as honey, hand cream, olive oil, balsamic vinegar, lip balm, sweets, herbs, clothing, wine, small artworks (wooden cheese knives, collectables etc), booklets or any other luxury-style products that they can use in gift bags. They would like to buy up to 500 of each item.

Once current restrictions lift, these international events and forums will help promote our country overseas and tell the story of our bushfire recovery. It's a great opportunity for local businesses and communities, one that we're really proud to support.

We would appreciate your advice on local businesses who might be able to supply these products to DFAT. The products would need to be available by June.

If you could get back to us with your suggestions on local businesses who may wish to participate, a brief description of what they could supply and a link to their website by **30 April 2020**, we will forward this information to DFAT and they will follow up with your local suppliers.

Please email us at communications@bushfirerecovery.gov.au

Rina Bruinsma
National Bushfire Recovery Deputy Coordinator



The Hon. Dr Geoff Lee MP

Minister for Skills and Tertiary Education

Acting Minister for Sport, Multiculturalism, Seniors and Veterans



RSL NSW

Via email

Attn: Mayor, and General Manager

As you would be aware, RSL NSW made the decision to cancel all Anzac Day commemorations in 2020 due to the current COVID-19 pandemic and the challenges we all face as a result of its spread.

This is consistent with the approach of all state and territory RSL organisations in Australia, and has the support of all State and Territory Governments and the Commonwealth Government.

The risk to vulnerable people during the current health crisis is simply too high for these events to continue in their traditional format, reinforced more recently by the revised regulations around gatherings being restricted to a maximum of 2 people.

We strongly advise that your council supports the decision to cancel commemoration services in your council area, and assists us in communicating this message to local organisers of Anzac Day commemorations or events that usually take place.

In light of the challenges we face, there has never been a more important time for our generation of Australians to unite and reflect on the sacrifices of our citizens, particularly as 2020 marks 75 years since the ending of World War II.

We are encouraging you and your communities to support the individual televised commemoration of this important day which will be hosted by RSL NSW and the NSW Government through various digital channels.

The NSW Anzac Day Service from the Anzac Memorial will be broadcast live at 10:00am on ABC TV and streamed on the [Anzac Memorial Facebook page](#).

If you would like further information on the planned televised commemoration service, please contact RSL on 1300 679 775.

We thank you for your assistance and cooperation in these very difficult circumstances for us all.

Yours sincerely,

A handwritten signature in blue ink that reads 'Geoff Lee'.

Geoff Lee MP
Acting NSW Minister for Veterans

A handwritten signature in blue ink that reads 'Ray James'.

Ray James
Acting State President, RSL NSW

Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Thursday, 16 April 2020 2:20 PM
To: Upper Lachlan Shire Council
Subject: Minister's message - 16 April 2020



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Message from Minister Hancock

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16 April 2020



I would like to acknowledge all parties to the Local Government (State) Award for the spirit of cooperation they have demonstrated in negotiating the Local Government (COVID-19) Splinter Award 2020, which was approved by the NSW Industrial Relations Commission this week.

The Splinter Award, which will apply for 12 months, will protect thousands of local government jobs put at risk by the COVID-19 pandemic.

Under the Splinter Award, councils will be required to look for other suitable work for their staff whose usual jobs have been impacted by mandatory closures or other changes. Where this is not possible, council staff are entitled to up to four weeks of Special Leave at their normal pay rate to cover any period where no work can be provided, (including if a staff-member is required to self-isolate) and then to be paid a weekly job retention allowance of \$858.20 for a period of 3 months.

Council staff can supplement that allowance from their accrued annual or long service leave, taking it up to their ordinary pay rate.

The COVID-19 crisis has given rise to an unprecedented level of uncertainty and anxiety across a number of sectors. I am greatly encouraged and heartened to see all parties

working together so closely for the benefit of council staff that have had their employment impacted by the pandemic.



Stay well.

Shelley Hancock
Minister for Local Government

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20-07 Department of Premier and Cabinet circulars on employment arrangements and international and domestic travel in relation to novel coronavirus (COVID-19)

Circular Details	20-07 / 13 March 2020 / A695480
Previous Circular	 20-06 Novel Coronavirus (COVID-19) Development Updates
Who should read this	General Managers / Human Resources staff
Contact	Council Governance Team/ 02 4428 4100/ olg@olg.nsw.gov.au
Action required	Information / Council to Implement
PDF Version of Circular	 20-07 Department of Premier and Cabinet circulars on employment arrangements and international and domestic travel in relation to novel coronavirus (COVID-19)

What's new or changing?

- The Department of Premier and Cabinet (DPC) issued two circulars on 12 March 2020 in relation to COVID-19.
- The first DPC circular, (C2020-01), relates to employment arrangements in relation to COVID-19. Circular C2020-01 provides guidance on sick leave entitlements, flexible working arrangements, and arrangements for employees who are excluded from the workplace or who are unable to attend work for other reasons. The circular is available [here](#).
- The second DPC circular, (C2020-02), provides advice on international and domestic travel and transport in relation to COVID-19. The circular suggests that all proposed domestic and international travel should be re-evaluated based on the advice available at www.smarttraveller.gov.au and that international and domestic travel should be restricted to essential travel only. The circular is available [here](#).

What this will mean for your council

- Both circulars apply to NSW public sector agencies. Contrary to the advice contained in each circular, councils are not required to comply with them.
- However, councils are encouraged to consider the guidance provided in each circular and to take their own steps to implement that guidance where practicable.

Where to go for further information

20-07

<http://info.olg.nsw.gov.au/pub/pubType/EO/pubID/zzzz5e6b2628dc3309...>

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

Tim Hurst
Deputy Secretary
Local Government, Policy and Planning

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Circular to Councils

Circular Details	20-08 / 18 March 2020 / A683577
Previous Circular	<i>18-45 Commencement of the new Model Code of Meeting Practice for Local Councils in NSW</i>
Who should read this	Councillors / General Managers / Council Governance Staff
Contact	Council Governance / (02) 4428 4100 / olg@nsw.gov.au
Action required	For implementation

Release of the *Guide to Webcasting Council and Committee Meetings*

What's new or changing?

- Since 14 December 2019, councils have been required to webcast meetings of the council and committees that comprise only of councillors. The webcasting requirements do not apply to board meetings of joint organisations.
- The Office of Local Government (OLG) has issued a *Guide to Webcasting Council and Committee Meetings* to assist councils to comply with their webcasting obligations.
- The Guide has been developed in consultation with councils, the Information and Privacy Commission and NSW State Archives and Records.

What this will mean for your council

- The Guide provides guidance on the following topics:
 - why meetings must be webcast
 - how closed meetings and public forums should be dealt with
 - how long webcasts should be published on councils' websites
 - when recordings can be disposed of, and
 - practical steps councils can take to minimise any potential copyright, defamation and records management risks.
- The Guide also provides case studies on the webcasting systems metropolitan, regional and remote councils have implemented to comply with their webcasting obligations.

Where to go for further information

- See the *Guide to Webcasting Council and Committee Meetings* at www.olg.nsw.gov.au.
- Contact OLG's Council Governance Team by phone on (02) 4428 4100 or by email at olg@olg.nsw.gov.au.

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Council Circular

25 March 2020

20-09 Compliance with social distancing requirements to limit the spread of the COVID-19 virus at council and committee meetings

Circular Details	20-09 / 25 March 2020 / A696524
Previous Circular	 20-06 Novel Coronavirus (COVID-19) Development Updates
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement
PDF Version of Circular	 20-09 Compliance with social distancing requirements to limit the spread of the COVID-19 virus at council and committee meetings

What's new or changing?

- The Minister for Health and Medical Research, the Hon. Brad Hazzard MP, has issued the Public Health (COVID-19 Gatherings) Order 2020 (the Public Health Order), restricting gatherings in indoor spaces exceeding 100 persons. Further information about the new Public Health Order is available [here](#).
- Meetings of councils and committees of councils are not exempted from the order as "essential gatherings", and *councils must comply with the order*.
- Amendments have been made to the Local Government Act 1993 (the Act) allowing councils to meet remotely to assist them to manage the risk of transmission of the COVID-19 virus at their meetings and to ensure compliance with the Public Health Order. The amendments take effect immediately.
- The amendments will operate for a period of six months, but may be extended to 12 months by regulation if required.

What this will mean for your council

Council and committee meetings can be held remotely, and individual councillors can participate in meetings remotely

- An amendment has been made to the Act providing that any requirement that councillors attend a meeting is satisfied if the meeting is held remotely using audio-visual links.
- This means that councillors can now participate in meetings by an audio-visual link instead of attending in person.
- Council meetings can be held entirely remotely by audio-visual link. Alternatively, where councils continue to meet in person, individual councillors are permitted to participate in the meeting by audio-visual link.
- Where councillors participate in meetings remotely by an audio-visual link, they continue to be obliged to disclose and appropriately manage conflicts of interest they may have in matters being considered at meetings. Councillors continue to be obliged to remove themselves from the consideration of matters in which they have a pecuniary or significant non-pecuniary conflict of

interest.

- Where councillors participate in meetings remotely by an audio-visual link, they continue to be obliged to protect any confidential information considered at the meeting. Where meetings are closed to the public under section 10A of the Act, councillors should ensure that they participate in the meeting in a location where it cannot be seen or heard by anyone else.

Attendance of members of the public at meetings

- The amendment to the Act also provides that the requirement under section 10 of the Act that members of the public be permitted to attend meetings is satisfied if the meeting is held remotely using audio-visual links. The amendment also provides that the requirement under section 10 for meetings to be open to members of the public is satisfied if a webcast of the meeting is made public.
- This means that the requirement under section 10 of the Act for members of the public to be permitted to attend meetings can now be satisfied by livestreaming the meeting using an audio-visual link. Where meetings are livestreamed in this manner, members of the public can be excluded from the chamber.
- All councils have been required to webcast their meetings since 14 December 2019 and the Office of Local Government (OLG) has recently issued a Guide to webcasting council and committee meetings. The Guide is available [here](#). Among other things, the Guide provides information on how councils can livestream their meetings using audio-visual links, including technical guidance based on the experiences of councils that currently livestream their meetings using audio-visual links.
- Councils continue to be permitted to close their meetings to the public on the grounds specified under section 10A of the Act. Where councils livestream their meetings, they should ensure that the webcast is stopped while the meeting is closed to the public and resume it when the meeting is reopened to the public.
- Where councils continue to permit members of the public to physically attend meetings, the numbers of members of the public present in the chamber can and should be limited to comply with the Public Health Order and the Australian Health Protection Principal Committee's (AHPPC) recommendations on indoor gatherings (see below).
- Where the number of people seeking to physically attend a meeting exceeds the numbers permissible under the Public Health Order or would prevent compliance with the AHPPC's recommendations on indoor gatherings, councils may consider accommodating excess numbers of people wishing to attend the meeting in another indoor or outdoor space and broadcast the meeting's proceedings to that space.

Public forums

- Requirements for the holding of public forums prior to or at meetings will vary from council to council depending on the provisions contained in their adopted codes of meeting practice.
- Under the provisions contained in Part 4 of the Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code), public forums are discretionary.
- To ensure compliance with the Public Health Order, public forums should only be held in a manner that is consistent with the Public Health Order and the AHPPC's recommendations on indoor gatherings. Where this is not possible, public forums should not be held, or alternative arrangements should be made for the making of public submissions to councillors. For example, submissions could be made to councillors via an audio-visual link or in writing instead of in person.

Delegations

• As previously advised in Circular 20-06, councils should review their delegations as a matter of urgency to ensure that decisions can be made quickly in response to any developments outside of the normal council meeting cycle. Councils' functions (other than those specified in section 377 of the Act) can be delegated to the general manager, the mayor or another body such as a committee.

Cancellation of meetings

- If councils consider that the holding of a meeting will pose a risk to those attending the meeting, the meeting can be cancelled.
- If adopted by councils, clause 5.14 of the Model Meeting Code provides that where it becomes apparent prior to the commencement of a meeting that the safety and welfare of councillors, council staff and members of the public may be put at risk by attending the meeting, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting.
- Where a meeting is cancelled, notice of the cancellation must, at a minimum, be published on the council's website. Councils should also take additional steps to communicate the cancellation to ensure as many people know about it as possible.
- Where a meeting is cancelled, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting.

Other measures

- The amendment to the Act allows the Minister for Local Government to approve other arrangements for satisfying the requirements for councillors and members of the public to "attend" meetings, but only if audio-visual links are not reasonably available.
- If councils are not able to comply with any of the above requirements, they should advise OLG in writing so that alternative arrangements may be considered for approval. In doing so, councils should advise:
 - why they are not able to comply with any of the options outlined above
 - what alternative arrangements are being proposed
 - how the proposed arrangements will ensure any members of the public wishing to attend a meeting can view the meeting in real time
 - arrangements for ensuring that conflicts of interest are appropriately disclosed and managed
 - arrangements for ensuring that confidential information is protected.

Key points

- The AHPPC has made recommendations on risk mitigation measures to be applied to indoor gatherings. The recommendations are available [here](#).
- The AHPPC recommends the following risk mitigation strategies:
 - In a given occupied space, there must be a density of no more than one person per four square metres of floor space.
 - Availability of hand hygiene products and suitable waste receptacles, with frequent cleaning and waste disposal.

- Promotion of the Department of Health recommendations for unwell individuals to isolate at home and not attend.
 - For settings where there is ongoing movement and an increased number of interactions between individuals, an individual's attendance should be less than two hours in duration.
 - For settings that are primarily static, an individual's attendance should be limited to four hours in duration.
- Councils should apply these measures when holding council or committee meetings and any other indoor gatherings.

Where to go for further information

- See OLG's Guide to webcasting council and committee meetings which is available [here](#).
- If councils require assistance to identify and procure technical solutions to allow councillors to participate in meetings by audio-visual link or to livestream their meetings by video, the Local Government Procurement (LGP) ICT Panel Contract (LGP115) has a variety of providers who can deliver video collaboration solutions. For more information see the LGP website [here](#) or contact Luke Kenny, Chief Executive Officer, on 0421 059 172 or at lkenny@lgp.org.au.
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

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Circular to Councils

Circular Details	20-10 / 25 March 2020 / A696536
Previous Circular	
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team/ 02 4428 4100/ olg@olg.nsw.gov.au
Action required	Information

Postponement of the September 2020 Local Government Elections

What's new or changing?

- The Minister for Local Government has announced that the September 2020 local government elections will be postponed to address the risks posed by the COVID-19 virus.
- The (the Act) has been amended to confer on the Minister, a time-limited power to postpone council elections.
- The amendment, which operates for only a limited period of 12 months, allows the Minister by an order published in the Gazette, to postpone elections for 12 months from the date of the order. The order may be extended for an additional period to 31 December in the year after the order is made.
- The postponement of the next election will not change the future schedule of council elections, and the subsequent election will still proceed in September 2024.

What this will mean for your council

- Where the Minister exercises the power to postpone elections under section 318B, the election requirements of the Act are suspended for the period specified in the order and current councillors will continue to hold their civic offices.
- Popularly elected mayors will continue to hold their office until an ordinary election is held. In the case of mayors elected by councillors, mayoral elections will need to be held for mayors elected in September 2018 when their two year-terms expire. Mayors elected in September 2019 will continue to hold office until September 2021, once the election date is determined.
- The composition of joint organisation boards may need to change if mayors of member councils elected by councillors are not re-elected.
- The postponement of elections will have implications for the activities councils may be required to undertake in the current and next integrated planning and reporting (IP&R) cycles. In general, OLG will seek to extend the current IP&R cycle for 12 months, with a next cycle to be truncated to 3 years. The Office of Local Government will be providing further detailed guidance on this and other changes to statutory timeframes that may become necessary as a result of deferring elections.

Where to go for further information

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

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Circular to Councils

Circular Details	20-11 / 30 March 2020 / A691689
Previous Circular	Circular 19-04
Who should read this	General Managers / Financial accounting business areas
Contact	Policy Team / (02) 4428 4100 / code@olg.nsw.gov.au
Action required	Council/Joint Organisations to implement

Final Code of Accounting Practice and Financial Reporting (update 28) including Joint Organisations Supplement

What's new or changing

- The final Code of Accounting Practice and Financial Reporting (Code) (update 28) is available for preparing councils' 2019-20 financial statements.
- A Joint Organisation (JO) Supplement to the Code is available for preparing JO financial statements for the period.
- Councils and JOs should note key changes.

What this will mean for your council/JO

- The Code must be used by councils and JOs to prepare their annual financial statements in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*.

Key points

- Changes highlighted in yellow are new for this year. Commentary in red relates to the Office of Local Government (OLG) requirements and commentary in blue relates to the Australian Accounting Standards.
- Key changes in this year's draft Code were highlighted in Circular 19-29.
- Extensive feedback received from the Audit Office, councils and others has resulted in a significant number of changes being made to the final Code.
- Councils should carefully review the *Summary of changes to the Code* (update 28) document in conjunction with the Code.
- The JO Supplement to the Code will support JOs preparing financial statements.
- The introduction and overview of the Code provides guidance to JOs on the application of the JO Supplement.

Where to go for further information

- OLG's website has the:
 - Code comprising of five documents:
 1. General Purpose Financial Statements
 2. Special Purpose Financial Statements
 3. Special Schedules
 4. Joint Organisations Supplement
 5. Appendices.
 - *Summary of changes document to the Code* (update 28)
- OLG's Accounting Practice page can be found here: <https://www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting/>

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Circular to Councils

Circular Details	20-12/ 17 April 2020 / A696830
Previous Circular	20-06 Novel Coronavirus (COVID-19) Development Updates
Who should read this	General Managers / Finance, Governance and Integrated Planning and Reporting staff
Contact	Council Performance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Modification of statutory requirements in response to the COVID-19 pandemic

What's new or changing

- Regulations have been made under section 747B of the *Local Government Act 1993* to temporarily modify the application of the Act in response to the COVID-19 pandemic. The regulations made under section 747B modify the Act as follows:
- Councils have been provided with a one-month extension:
 - to adopt their 2020-21 Operational Plan (including Revenue Policy, Statement of Fees and Charges and annual budget) before 31 July 2020;
 - to submit audited financial reports by 30 November 2020; and
 - for the preparation and publishing of annual reports by 31 December 2020.
- Councils have the option to delay issuing rates notices to ratepayers until 1 September 2020, and the collection of the first quarter rates instalment until 30 September 2020.
- Councils may immediately waive or reduce fees under a new "COVID-19" category.
- The requirement for councils to make certain documents available for physical inspection at their offices has been modified to allow access to the documents to be provided remotely.
- In addition to these temporary measures, in response to the closure of some local newspapers and to assist councils to reduce their costs, the *Local Government (General) Regulation 2005* (the Regulation) has been amended to remove requirements for newspaper advertising. This amendment is not temporary and will continue to apply after the COVID-19 pandemic passes.

What this will mean for your council

- The COVID-19 pandemic has caused an exceptional set of circumstances with unprecedented impacts. The NSW Government is committed to supporting local councils and their communities during this period of uncertainty.
- To provide NSW councils with flexibility to adjust to the rapidly shifting circumstances and to allow them to provide appropriate financial support to their local communities, a number of statutory deadlines for 2019-20 and 2020-21 have been modified. These are set out in the table below:

Section of LG Act	Prior deadline	New deadline
Submission of audited Financial Reports – 416(1)	31 October 2020	30 November 2020
Preparation and publish of Annual Reports – 428(1)	30 November 2020	31 December 2020

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Section of LG Act	Prior deadline	New deadline
Adoption of Operational Plan - 405(1)	By 1 July 2020	By 1 August 2020
Making of a rate or charge - 533	By 1 August 2020	By 1 September 2020
Date by which quarterly rates are payable - 562(3)(a)	31 August 2020	30 September 2020
Quarterly review statements (QBRs) - Cl 203(1) of Regulation	The third quarter 2019-20 QBRs (currently due May 2020)	Third quarter QBRs - June 2020 . All future QBRs remain due as per Regulation.

- In exercising discretion to extend the making of a rate or charge under section 533 or the collection of rates under 562(3)(a) of the Act, each Council must consider both the financial circumstances of local ratepayers and the potential impact such actions would have on the general cashflow of Council.
- The Government recognises that there may be circumstances where adopting such extensions may not be appropriate or desirable for councils.
- Councils do not need to resolve to extend the date to adopt its Operational Plan, issue rates notices or collect the first rates instalment. A council may, however, choose to direct its General Manager to submit an Operational Plan for adoption prior to 1 July 2020 and to ensure that its rates and charges notices are served by 1 August 2020 (as is normally the case under legislation).
- Councils should also note that there are no changes to the provisions in the following table at this time. However, the Government is continuing to monitor the broader strategic and operating environment for local councils.

Section	Ongoing requirement
405(2)	Councils Operational Plan must include a statement of a council's revenue policy
405(3)	Council must give public notice of draft Operational Plan for not less than 28 days
405(6)	Council must post a copy of its Operational Plan on website within 28 days after the plan is adopted

Extension of the ability of councils to waive or reduce fees

- The application of section 610E of the Act has been broadened to allow councils to waive or reduce fees under a newly established "COVID-19" category, which has been added to the Regulation.
- This means that councils can immediately apply the waiver or reduction without establishing a new category or going through the normal public notice requirements of section 610E(2) for adding new categories.
- Councils may choose to apply such a waiver or reduction, for example, in cases where a business has seen significantly reduced income as a result of COVID-19. The application of any such waiver or reduction of fees is voluntary and is decision for each council based on local circumstances.
- Councils do not need to resolve to waive or reduce fees under the "COVID-19" category if the existing powers delegated to the General Manager include the power to determine a new category in which a council may waive or reduce fees.

Modification of requirements for councils to make certain documents available for inspection

- Under the regulations, the requirements under the Act for councils to make documents physically available for inspection will be satisfied if:

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- in the case of a document that is “open access information” for the purposes of the *Government Information (Public Access) Act 2009* (the GIPA Act), the information contained in the document is published on the council's website and is made available on request in an electronic form or in such other manner determined by the council.
- in the case of a document that is not “open access information” for the purposes of the GIPA Act, the information contained in the document is made available on request in an electronic form or in such other manner determined by the council.

Removal of newspaper advertising requirements under the Regulation

- To alleviate the red tape burden on councils and to reduce their costs, amendments have also been made to the Regulation to remove remaining requirements for notices to be published in newspapers.
- Councils are now instead required to publish notices on their websites and in such other manner that they consider necessary to bring it to the notice of the local community or other interested persons.

Key points

- Regulations may be made under section 747B to modify the application of the Act for the purposes of responding to the public health emergency caused by the COVID-19 pandemic.
- Regulations may only be made under section 747B if:
 - Parliament is not currently sitting and is not likely to sit within 2 weeks after the day the regulations are made, and
 - the arrangements made by the provisions of the regulations are in accordance with advice issued by the Minister for Health and Medical Research or the Chief Health Officer, and
 - the regulations are reasonable to protect the health, safety and welfare of persons.
- Regulations made under section 747B automatically expire after 6 months or earlier if decided by the Parliament.

Where to go for further information

- For further information please contact the Council Performance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

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Circular to Councils

Circular Details	20-13 / 22 April 2020 / A698229
Previous Circular	20-06 Novel Coronavirus (COVID-19) Development Updates
Who should read this	General Managers / Council governance staff
Contact	Council Governance Team / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Information

Managing fraud and corruption risks during the COVID-19 pandemic

What's new or changing?

- Councils have been required to dramatically change the way they function in response to the COVID-19 pandemic. Councils are also increasingly turning to web conferencing systems to connect online and to share and transfer files and information.
- Two new resources have been issued to assist Government agencies (including councils) to manage the fraud and corruption risks associated with these changes to their operations:
 - the NSW Independent Commission Against Corruption's (ICAC) [Managing corrupt conduct during the COVID-19 outbreak](#), and
 - the Australian Cyber Security Centre's [Web Conferencing Security](#).
- Councils are encouraged to consider these resources and to make any necessary changes to their operations and internal control framework in response to the guidance provided in them.

Key points

- The risks of opportunistic and systemic fraud and corruption can become more prevalent during periods of significant disruption such as the current COVID-19 pandemic.
- To assist agencies to address this risk, ICAC has issued *Managing corrupt conduct during the COVID-19 outbreak*. This provides guidance on fraud and corruption risks associated with:
 - working from home
 - procurement and purchasing
 - cyber fraud and online hoaxes, and
 - stimulus funding and new programs.
- The Australian Cyber Security Centre has also issued guidance on *Web Conferencing Security*. This provides guidance on the use of online web conferencing and collaboration tools and the management of associated privacy, security and legal risks.

Where to go for further information

- *Managing corrupt conduct during the COVID-19 outbreak* is available [here](#).
- *Web Conferencing Security* is available [here](#).
- Councils can subscribe to the Australian Cyber Security Centre's Stay Smart Online Alert Service [here](#) for automatic updates on emerging online security threats.
- Email Mr Lewis Rangott, Executive Director, Corruption Prevention, ICAC, at lrangott@icac.nsw.gov.au for more information about how to manage fraud and corruption risks in your council.
- Report any suspicion of fraud or corruption to ICAC at icac@icac.nsw.gov.au.

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Circular to Councils

Circular Details	20-14 / 27 April 2020 / A700129
Previous Circular	20-09 <i>Compliance with social distancing requirements to limit the spread of the COVID-19 virus at council and committee meetings</i>
Who should read this	Councillors / General Managers / Council governance staff
Contact	Council Governance Team/ 02 4428 4100/ olg@olg.nsw.gov.au
Action required	Council to Implement

Updated guidance on attendance by councillors and others at council and committee meetings during the COVID-19 pandemic

What's new or changing?

- Since [Circular 20-09](#), (*Compliance with social distancing requirements to limit the spread of the COVID-19 virus at council and committee meetings*), was issued on 25 March 2020, the Minister for Health and Medical Research, the Hon. Brad Hazzard MP (the Minister), issued a further Public Health Order on 30 March 2020.
- The *Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2020* (the Public Health Order) contains a "stay at home" direction.
- The "stay at home" direction operates to limit the ability of councillors and others to leave their homes for the purpose of physically attending council and committee meetings where the council has or can make alternative arrangements for remote attendance by an audio-visual link.

What this will mean for your council

- Minister Hazzard has directed under clause 5 of the Public Health Order that a person must not, without reasonable excuse, leave the person's place of residence.
- A reasonable excuse includes doing an activity specified by Schedule 1 of the Order. Clause 2 of Schedule 1 refers to "*travelling for the purposes of work if the person cannot work from the person's place of residence*" as a "reasonable excuse".
- This means that where a council has or can make arrangements for councillors to attend meetings remotely by an audio-visual link, councillors who leave their homes to physically attend meetings may potentially be in breach of the Minister for Health's direction under clause 5 of the Public Health Order.
- Where any or all councillors and any other persons (ie key staff whose attendance is required at the meeting) are not able to attend meetings remotely by an audio-visual link, (eg because they do not have access to the necessary technology or internet coverage to allow them to do so), they could continue to be permitted to physically attend meetings subject to compliance with the social distancing requirements described in circular 20-09.
- Mayors may also be permitted to physically attend the council chamber or another venue for the purposes of chairing a meeting where they cannot reasonably or effectively do so via an audio-visual link.

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

- It is unlikely that members of the public will be permitted to leave their homes under clause 5 of the Public Health Order for the purposes of attending council or committee meetings.
- Councils should make alternative arrangements for members of the public to make submissions to councillors at public forums or in relation to the proposed closure of meetings to the public. For example, submissions could be made to councillors via an audio-visual link or in writing instead of in person.

Key points

- A failure to comply with a direction in a Public Health Order is an offence under Section 10 of the *Public Health Act 2010* that carries a maximum penalty of imprisonment for 6 months or a fine of up to \$ 11,000 (or both) plus a further \$5,500 fine each day the offence continues.

Where to go for further information

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.
- The Public Health Order is available [here](#).
- More information on the “stay at home” direction is available [here](#).
- For more specific guidance on compliance with the Public Health Order, contact the NSW Police Force.



Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

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Office of
Local Government

Circular to Councils

Circular Details	20-15 / 1 May 2020 / A700190
Previous Circular	
Who should read this	General Managers, Governance and Integrated Planning and Reporting staff
Contact	Council Engagement Team / 02 4428 4100
Action required	Council to Implement

New Integrated Planning and Reporting requirements for NSW councils

What's new or changing

- This circular provides advice to councils in relation to their Integrated Planning and Reporting (IP&R) requirements until the next local government elections.

What this will mean for your council

The Integrated Planning and Reporting Cycle

- The existing Delivery Program will apply for a further 12 months, maintaining the key themes and any activities not yet completed. Where additional activities are proposed that are significantly different to those identified in the existing Delivery Program, the usual public exhibition requirements will apply.
- Councils will have adopted their 2019-20 Operational Plan and should continue to operate under this plan until 31 July 2020. Note the timing is extended to allow councils additional time to prepare their 2020-21 Operational Plan because of extenuating circumstances under the COVID-19 emergency.
- A new Operational Plan (2020-21) must be developed for adoption by 1 August 2020, reflecting the existing Delivery Program.
- In preparing for the next annual Operational Plan (for the 2020-21 period), councils should take the following approach:
 - The existing Community Strategic Plan remains in place as a valid reference document
 - The existing Resourcing Strategy remains in place, with the long-term financial plan being annually reviewed, as usual.
- Once the deferred election is conducted, council will commence its next cycle of Integrated Planning and Reporting.
- Any planned measurement and recording of progress towards the achievement of the objectives of the Community Strategic Plan can proceed and be used to inform the next Integrated Planning and Reporting cycle.

Exhibition of Documents

- Standard exhibition periods, including the requirements relating to the Statement of Revenue Policy, apply.
- IP&R documents can be published on council's website and made available for inspection electronically or in such other form as determined by the council.

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Annual Report

- The time for the preparation and publishing of 2019-20 annual reports has been extended until 31 December 2020. The annual reporting requirements for 2020-21 will continue as usual, with 2020-21 annual reports due to be published by 30 November 2021.

End of term reporting

- End of term reporting is deferred in line with the election cycle. Further information will be provided closer to the rescheduled election in 2021.

Where to go for further information

- Please contact your council's Council Engagement Manager with any questions.



Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

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Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Sunday, 26 April 2020 9:45 AM
To: Upper Lachlan Shire Council
Subject: Minister's message - 26 April 2020



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Message from Minister Hancock

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26 April 2020



\$395 million economic stimulus package safeguards councils during

COVID-19

The NSW Government today announced a comprehensive \$395 million local government economic stimulus package to reduce the significant impacts of the COVID-19 pandemic on local councils across the State.

I am confident that the package will help safeguard council jobs, boost infrastructure and service delivery, and trigger economic recovery in our local communities.

The Government is only too aware of the significant financial and operational impacts of the COVID-19 pandemic on our State's 128 local councils.

Our local councils are suffering from reduced revenues and increased costs as well as significant challenges in maintaining delivery of community infrastructure and services.

This package will give councils breathing space to adjust their structures and operations and be in a better position to effectively serve their communities during the ongoing COVID-19 crisis.

Councils are a critical part of the NSW economy, especially in many regional and rural towns where they are the largest employers.

That's why the Government is funding a \$112.5 million Council Job Retention Allowance of \$1,500 per fortnight per employee for three months to limit job losses in the NSW local government sector.

I have fought hard to secure funding for a State allowance since councils were deemed ineligible for the Commonwealth's JobKeeper Payment.

The Council Job Retention Allowance will safeguard valuable council jobs and ensure staff with a wide range of skills and experience are retained to continue to serve their communities.

Importantly, local councils will be able to decide which staff are most in need of the allowance and its delivery will be in line with the conditions of the Local Government (COVID-19) Splinter Award 2020, which was negotiated within the sector to provide greater operational flexibility during the crisis.

I am also pleased to announce that the NSW Government will fully fund the \$32.76 million increase in the emergency services levy for all NSW councils for 2020-21.

While we all acknowledge the importance of supporting our emergency services workers, local councils simply cannot afford this financial impost in the wake of COVID-19, bushfires and drought.

Local councils will now be able to redirect these funds to critical core services and deliver much-needed financial support for local communities.

The local government economic stimulus package will also make it easier for local councils to secure low-interest, safe and secure infrastructure loans from TCorp.

We are also increasing the local government lending facility by a further \$250 million to \$1.35 billion so even more councils and communities can benefit.

As part of the package, councils previously ineligible for TCorp loans can now access the local government lending facility for the next six months.

TCorp will also consider deferring principal and interest payments on council loans upon request for the next six months.

Importantly, this package builds on the NSW Government's \$82 million to support 260 council-run childcare centres and \$25 million for local councils to rebuild and refurbish local showgrounds, bringing our total support for the local government sector to over half a billion dollars.

I know you will have many questions about how the various elements of the package will work.

The Office of Local Government (OLG) will be providing further information in coming days and weeks to ensure councils fully understand and realise the benefits. Further information will also be available on the [OLG website](#).

Councils can also contact their Council Engagement Manager with any questions they would like to see answered in the explanatory material that will follow.

I would like to sincerely thank council staff and councillors across the State for their tremendous efforts in supporting their local communities during the COVID-19 crisis.

Stay healthy and safe.

Shelley Hancock
Minister for Local Government

Video message from Minister Hancock

Local Government Economic Stimulus Package



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Katie Dewar

From: Marcus Ray <Marcus.Ray@dpi.e.nsw.gov.au>
Sent: Tuesday, 28 April 2020 8:31 AM
To: _OLG-All NSW Councils
Cc: William Power; Zoi Flannery
Subject: Fast Tracked Assessments: Further Information

Dear General Managers,

You will have seen this morning that the first tranche of accelerated projects through the Planning System Acceleration Program have been announced by the Premier, Minister Stokes and Treasurer Perrottet.

The planning system has a vital role to play during and after the COVID-19 crisis. Fast-tracking the assessment of development applications and rezonings will keep the economy moving and keep people in jobs through the COVID-19 pandemic.

Councils directly impacted by the first tranche announcement have been contacted by the Department this morning and further information will be provided by the planning acceleration team as the process develops.

It is critical that we collaborate with you and your staff over this period to ensure your communities are supported and heard.

Some further information about the process from here is below

Further information on the Program can be found [HERE](#)

Why are we accelerating projects?

In April 2020, the NSW Government announced plans to fast-track the assessment of development applications and rezonings to keep the economy moving and keep people in jobs through the COVID-19 pandemic.

The aim of the Planning System Acceleration Program is to make decisions on projects more quickly – the assessment process is being accelerated, not changed. The usual planning rules and policies will apply. All projects will be considered under the *Environmental Planning and Assessment Act 1979*.

How will projects be considered for acceleration?

Specific Criteria has been created to identify and progress projects through the Planning System Acceleration Program.

It has been informed by government, local government, industry and community stakeholders, and reflects nation-wide principles agreed by State and Territory leaders through COAG. The criteria has been reviewed and endorsed by an independent probity advisor.

The three essential criteria are:

- Jobs
 - does the project create jobs during construction and ongoing? The Government has set a target for more than 30,000 jobs by the end of September 2020.
- Timing
 - can a decision on the project be made quickly?
 - for DAs, can the project commence within six months?

- for planning proposals, can the project proceed to DA within six months?
- Public Benefit
 - can the project deliver or support public benefits (e.g affordable housing or significant public space)?

Governance

An independent probity advisor has been appointed to ensure a robust and transparent prioritisation of projects identified for accelerated assessment.

Coordination is also occurring across Government, with key agencies such as the departments of Premier and Cabinet, Treasury, Transport, Infrastructure NSW and the Greater Sydney Commission, as well as the broader Department of Planning, Industry and Environment, all involved in oversight of the response.

How will the process roll out?

Projects will be announced in tranches for fast-tracked assessment.

Decisions on projects within the first tranche will be made within four weeks of the announcement.

Communication and engagement with local government and industry will continue throughout this period.

Next Steps

For any further questions, send an email to our central mailbox planning.covidresponse@planning.nsw.gov.au

And visit our website regularly for Covid-19 updates <https://www.planning.nsw.gov.au/Policy-and-Legislation/COVID19-response>

Regards

Marcus Ray

Marcus Ray
Group Deputy Secretary

Planning and Assessment | Department of Planning, Industry and Environment
T 02 9274 6396 | E marcus.ray@dpie.nsw.gov.au
4 Parramatta Square, 12 Darcy St, Parramatta, NSW 2150.
www.dpie.nsw.gov.au



The Department of Planning, Industry and Environment acknowledges that it stands on Country which always was and always will be Aboriginal land. We acknowledge the Traditional Custodians of the land and waters, and we show our respect for elders past, present and emerging. We are committed to providing places in which Aboriginal people are included socially, culturally and economically through thoughtful and collaborative approaches to our work.

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MEDIA RELEASE

Wednesday 15 April 2020

NSW GOVERNMENT OFFERS \$440 MILLION LAND TAX BREAK TO SUPPORT TENANTS AND LANDLORDS

Commercial tenants in the Goulburn electorate significantly impacted by COVID-19 will have greater protection from evictions with the State Government set to enact the National Cabinet Code of Conduct as part of a \$440 million land tax relief package.

Member for Goulburn Wendy Tuckerman MP said the measures will apply to commercial leases where the tenant is in financial distress due to COVID-19, including but not be limited to local shops, cafes, gyms, hairdressers, restaurants, offices, warehouses and industrial sites.

The land tax relief will be divided approximately 50-50 with around \$220 million going to the residential sector and a further \$220 million to the commercial sector.

Commercial landlords will be offered the land tax concession if they pass the savings on to tenants through a rent reduction.

Eligible landlords will be able to apply for a land tax concession of up to 25 per cent of their 2020 (calendar year) land tax liability on relevant properties. A further land tax deferral for any outstanding amounts for a three-month period will also be offered to landlords who claim the land tax concession.

The Government will give effect to the Code of Conduct, which will operate for a temporary period during the pandemic, and include the following key measures:

(CONTINUED)





- Landlords must negotiate rent relief agreements with tenants in financial distress due to COVID-19 by applying the leasing principles in the Code;
- A ban on the termination of a lease for non-payment of rent;
- A freeze in rent increases.

To facilitate these changes, and deliver increased mediation and advisory services to commercial parties, the NSW Small Business Commission will be bolstered with extra staff and an injection of \$10 million from the \$1 billion Working for NSW Fund.

The policy will apply to business tenants with a turnover of less than \$50 million that experience a 30 per cent (or more) reduction in revenue as a result of the COVID-19 pandemic, in line with the Prime Minister's announcement on 7 April.

This will include any business with annual turnover of less than \$50 million who is eligible for the Commonwealth's Job Keeper program.

Treasurer Dominic Perrottet welcomed the initiatives, saying they would help businesses stay afloat and provide greater surety for tenants and landlords.

"This provides a way forward for tenants and landlords so they can reach an agreement during this difficult period and includes an incentive in the form of a land tax reduction," Mr Perrottet said.

Finance and Small Business Minister Damien Tudehope said the package demonstrated the need for a united effort to endure the COVID-19 pandemic.

"Breathing room on rent is one of the most frequently raised issues by businesses, and we want to ensure we protect retailers and offer landlords an incentive to do so. We also want to ensure retail tenants have more time and options," Mr Tudehope said.

"For any small business rent is one of the biggest fixed costs, easing this burden will help operators survive and keep people employed, and that is what this new package is all about," said Mrs Tuckerman.

ENDS

Media Contact Goulburn Electorate Office
Paige Penning 4822 6444



Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Friday, 17 April 2020 10:27 AM
To: Upper Lachlan Shire Council
Subject: COVID-19 Council Update - 17 April 2020

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COVID-19 COUNCIL UPDATE

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17 April 2020



New COVID-19 regulations help councils and their communities

The NSW Government has today made a series of regulatory changes to ensure council resources continue to be focused on frontline COVID-19 response efforts and allow councils to provide financial relief to businesses and residents.

Regulations have been made under section 747B of the *Local Government Act 1993* to temporarily modify the application of the Act in response to the COVID-19 pandemic.

Amendments include:

- Allowing councils to delay sending out the first quarterly rates notice for 2020-21 and extend the payment deadline by one month
- Enabling councils to immediately waive or reduce fees for services such as food premise inspections and footpath usage for COVID-19 affected businesses, without the need to provide 28 days public notice
- Providing councils with a one-month extension to adopt their 2020-21 operational plans and budgets and submit their 2019-20 audited

financial statements and annual reports. Councils will also have an extra month to submit their last quarterly budget review statement for 2019-20, and

- Removing the requirement for documents to be made available for inspection at council offices, if the document is published on the council's website or available electronically.

Amendments have also been made to remove the requirement for council notices to be advertised in newspapers and instead allow the relevant notice to be published on the council's website. This is not a temporary measure and will be ongoing.

The Office of Local Government has today issued a circular providing local councils with further technical information about the new regulations.

Read the [Minister's media release](#) and the [OLG circular](#).

Let us showcase your council's great work during pandemic



Many councils are doing incredible work for their local communities in the face of the COVID-19 crisis. That inspirational work should be celebrated.

The Office of Local Government (OLG) wants to hear from councils to share their success stories and acknowledge the contribution of individual teams and staff members.

If you have a story to tell, please send a 200-300 word description, a photo and any relevant links to media@olg.nsw.gov.au. Success stories will be published on the OLG website.



Information and resources

[Online survey reminder](#)

OLG is reminding councils to complete an [online survey](#) each day to make it easier to report their needs and issues.

[Data on COVID-19 cases](#)

Councils can access the latest data on the number of COVID-19 cases by local government area and by local health district on the NSW Health website [here](#).

Quicklinks

Councils can access the latest information and resources about COVID-19 on the [NSW Government](#), [NSW Health](#), [Commonwealth Government](#) and [Commonwealth Department of Health](#) websites. The [Office of Local Government](#) also has a COVID-19 section on its website.

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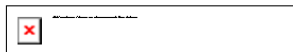
Katie Dewar

From: Australian Local Government Association <alga.media@alga.asn.au>
Sent: Friday, 17 April 2020 12:39 PM
To: Upper Lachlan Shire Council
Subject: CAUTION: Relief for NSW council workers | Local planning emergencies | Media falls victim to Covid-19 | ALGA News 17 April 2020

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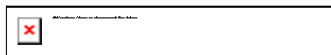
Read about the latest issues affecting local government from a national perspective



President's Column

An unexpected victim of the Covid-19 pandemic, local media, has been crippled in both metro and country locations, with many mastheads suspending printing and standing down staff. in the wake of collapsing advertising revenues as businesses cut non-essential expenditure or simply stop trading.

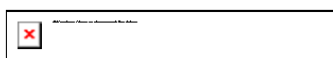
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Stood-down NSW council workers to be covered by 'splinter award'

About 80 per cent of NSW's 128 local councils have signed a workplace deal allowing workers stood down due to Covid-19 service closures to access a job retention allowance of \$858.20 a week for up to three months.

[Continue reading...](#)



Emergency local planning powers enacted in WA, SA

A range of exemptions to local planning requirements have been announced under new state of emergency powers in Western Australia. Amendments to the Planning and Development (Local Planning Schemes) Regulations 2015 came into effect earlier this month.

[Continue reading...](#)

More News

NSW developer contributions set for review

A review of developer contributions in NSW, headed by Productivity Commissioner Peter Achterstraat, has

SA rural councils 'should prioritise age-friendly streetscapes'

South Australia's rural communities are ageing significantly faster than

been announced by the Minister for Planning and Public Spaces, Rob Stokes.

[Continue reading...](#)

metropolitan Adelaide, with the Goolwa-Port Elliot region having the oldest

[Continue reading...](#)

Disaster recovery assistance widened in NSW

Disaster assistance has been extended to a further 12 Local Government Areas in NSW affected by storms and flooding in February.

[Continue reading...](#)

How to contribute to enabling BIM in local government

A Curtin University research project examining how Building Information Modelling can be better integrated into Local Government Facility Management

[Continue reading...](#)

Scholarships for current and aspiring female LG leaders

Scholarships are currently available to women working for local government to help support their participation in online leadership development programs.

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National bushfire inquiry now underway

The first hearing of the Royal Commission into National Natural Disaster Arrangements was held this week.

[Continue reading...](#)



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Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Monday, 20 April 2020 5:03 PM
To: Upper Lachlan Shire Council
Subject: COVID-19 Council Update - 20 April 2020

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COVID-19 COUNCIL UPDATE

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20 April 2020



\$5000 on-the-spot fine protects council workers

Council staff, including rangers, are among those now protected under the expansion of \$5000 on-the-spot fines for anyone coughing or spitting on workers at their place of work or travelling to or from work.

Minister for Health Brad Hazzard made a [Ministerial Direction under the Public Health Act 2010](#) allowing NSW Police to issue \$5,000 on-the-spot fines to anyone who coughs or spits on health workers, police, pharmacists, paramedics, or other public officials, including council rangers.

The expanded direction commences today (20 April 2020).

Members of the public can report anyone not complying with Public Health Orders to Crime Stoppers by calling 1800 333 000.

Read the Minister's media release [here](#).

Councils are also encouraged to share this message through their social media channels.



Personal Protective Equipment supplier

register available

A number of councils have reported that they are seeking to access Personal Protective Equipment (PPE), such as gloves, hand sanitiser and face masks, needed for ongoing work during the COVID-19 pandemic.

On Friday the NSW Government released a register of suppliers which have indicated their ability to provide critical supplies of PPE during the COVID-19 crisis. The register is available [here](#).

The register covers the following product categories:

- hand sanitiser
- handwash and soap
- gloves
- disinfectant
- gowns
- masks
- eyewear
- paper products.

Councils can use the register to contact suppliers which have registered on the COVID-19 Emergency Supplies portal.

It is important to note the suppliers registered on the portal have not taken part in a prequalification scheme.

All supplier information has been directly provided by suppliers, without any verification or capability assessments undertaken by NSW Procurement.

When engaging suppliers, please ensure you undertake your own due diligence in line with your organisation's procurement guidelines.

Frequently asked questions by councils



Over the last few weeks council staff have come forward with questions in relation to their role in managing COVID-19. Hopefully we have been able to answer many of these for you in the regular newsletters or through discussions

with your Council Engagement Manager.

However, going forward we will include some FAQs as a semi-regular feature of this newsletter, some of which are new and some of which are questions we are regularly being asked.

If you have a question you would like answered, please fill in the regular survey form found below or contact your Council Engagement Manager.

New or updated FAQs

Who can stay in caravan parks and are councils obliged to keep them open?

Caravan parks and campgrounds are to be closed except to accommodate:

- permanent residents of the caravan park or camping ground
- overnight travellers
- persons working in the local area
- other persons who have no other place of permanent residence or whose primary place of residence is temporarily unavailable, and
- persons who are visiting those who meet the above criteria.

Are the public able to request to attend the opening of a Tender Box where access to council buildings is not currently available to the public?

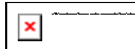
Public health and safety are paramount and councils should consider how they can provide transparency while maintaining social distancing, for example by live streaming the opening of the tender box if required, or recording the opening and placing it on the council's website.

What role do councils play in enforcing social distancing?

While councils do not have any formal enforcement powers under the Public Health Orders, they do play an important role in supporting the ongoing implementation and management of social distancing within their communities.

This role can include dissemination of public health materials, continuing to manage land and facilities in accordance with Public Health Orders, and providing supporting regulatory activity such as complementary parking restrictions, to help assist with the enforcement of Public Health Orders.

Councils across NSW should continue to work with their Police Local Area Commands, Local Health Districts and Local Emergency Management Committees to assist with the management of COVID-19 restrictions within their community.



Showcase your council's great work amid the

pandemic

Many councils are doing incredible work for their local communities in the face of the COVID-19 crisis. That inspirational work should be celebrated.

The Office of Local Government (OLG) wants to hear from councils to share their success stories and acknowledge the contribution of individual teams and staff members.

If you have a story to tell, please send a 200-300 word description, a photo and any relevant links to media@olg.nsw.gov.au. Success stories will be published on [the OLG COVID-19 website](#).



Information and resources

OLG COVID-19 webpage updated

Councils can access the latest [information and resources](#), [news and updates](#) and [council success stories](#) via the [OLG COVID-19 webpage](#).

Online survey reminder

OLG is reminding councils to complete an [online survey](#) each day to make it easier to report their needs and issues.

Data on COVID-19 cases

Councils can access the latest data on the number of COVID-19 cases by local government area and by local health district on the NSW Health website [here](#).

Quicklinks

Councils can access the latest information and resources about COVID-19 on the [NSW Government](#), [NSW Health](#), [Commonwealth Government](#) and [Commonwealth Department of Health](#) websites.

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Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Tuesday, 21 April 2020 6:01 PM
To: Upper Lachlan Shire Council
Subject: COVID-19 Council Update - 21 April 2020

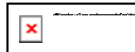
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COVID-19 COUNCIL UPDATE

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21 April 2020

Councils encouraged to keep outdoor recreational facilities open where possible



It's important for our community's health and wellbeing that people are able to exercise safely, while maintaining social distancing.

Councils have sought clarification on the status of council operated and owned outdoor recreational facilities, including tennis courts and golf courses, under the Public Health Orders.

While premises used for the purpose of indoor recreational facilities must close, outdoor recreational facilities, unless specifically prohibited within the Order, can remain open, provided persons using the facility adhere to the orders around social distancing and public gatherings.

Outdoor facilities that are prohibited in the Order and therefore must remain closed include public swimming pools, outdoor playground or gym equipment and skate parks.

Where social distancing rules can be met, the NSW Government encourages

councils to consider keeping these facilities open in order to provide exercise options for their community. Exercise can include limited forms of competition provided social distancing can be adhered to.

[Read more](#)



Council planning notifications go online

Councils will now be able to notify their communities of local planning matters online under new regulations to ensure the public receives the most accurate and up-to-date information during the COVID-19 pandemic.

The Environmental Planning and Assessment Regulation 2000 has been amended to remove the requirement on councils to notify planning processes or applications in local newspapers.

The changes are effective immediately and ensure councils can efficiently comply with regulatory requirements for notifications.

They recognise that many local newspapers have either closed or transitioned to online only delivery platforms, often with a paywall, and consequently outdated newspaper notification requirements have been removed.

[Read more](#)

Councils urged to keep tips open to the public



The NSW Government strongly encourages, where possible, all councils to keep critical waste and recycling facilities open to the community.

Despite public health orders listing restrictions to activities and places that are closed, the waste and recycling industry should remain open and continue to provide its important services to the community and businesses.

This includes keeping waste and recycling centres open so that people can easily dispose of their waste.

A factsheet has been prepared by the Environment Protection Authority to support the continued operation of waste and recycling facilities during COVID-19. The factsheet is available [here](#).



Tell us about your great work during pandemic

The Office of Local Government (OLG) wants to hear from councils about the great work they are doing to support their communities during the COVID-19 pandemic.

If you have a success story to tell, please send a 200-300 word description, a photo and any relevant links to media@olg.nsw.gov.au. Success stories will be published on [the OLG COVID-19 website](#).



Information and resources

[PPE supplier register now available](#)

The NSW Government has released a register of suppliers which have indicated their ability to provide critical supplies of Personal Protective Equipment (PPE) during the COVID-19 crisis. The register is available [here](#).

[OLG COVID-19 webpage updated](#)

Councils can access the latest [information and resources](#), [news and updates](#) and [council success stories](#) via the [OLG COVID-19 webpage](#). Individual tabs have been set up across the top of the page to make it easier to navigate and find information.

[Online survey reminder](#)

OLG is reminding councils to complete an [online survey](#) each day to make it easier to report their needs and issues.

[Data on COVID-19 cases](#)

Councils can access the latest data on the number of COVID-19 cases by local government area and by local health district on the NSW Health website [here](#).

[Quicklinks](#)

Councils can access the latest information and resources about COVID-19 on the [NSW Government](#), [NSW Health](#), [Commonwealth Government](#) and [Commonwealth Department of Health](#) websites.

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Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Thursday, 23 April 2020 4:50 PM
To: Upper Lachlan Shire Council
Subject: COVID-19 Council Update - 23 April 2020



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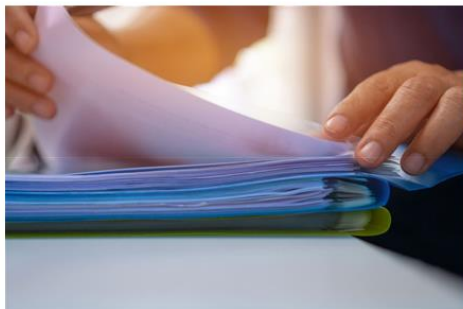
Office of Local Government



COVID-19 COUNCIL UPDATE

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23 April 2020



New e-planning digital service for councils

An ePlanning digital service that enables councils to upload planning documents to the NSW Planning Portal is now available.

This service ensures councils can meet their legal obligations without putting their staff or the community at risk with unnecessary social contact.

Recent amendments to the *Environmental Planning and Assessment Act* allows councils to display certain planning documents on the NSW Planning Portal, or any other website approved by the Planning Secretary.

Council staff need to simply login to the NSW Planning Portal to access the service on their digital dashboard then upload the necessary documents, specifying the relevant exhibition details, such as defining the exhibition period, where required.

The service provides a full list of all document types that can be uploaded, such as Development Applications and Draft Development Control Plans.

The public can then view these documents on the Exhibition and Publication page of the NSW Planning Portal for the duration of the exhibition period (if specified).

If you need further assistance, please visit the Knowledge Management section of your digital dashboard on the NSW Planning Portal, or contact the team at epanning@planning.nsw.gov.au.



Video technology for witnessing legal documents

Video conferencing technology like Skype, WhatsApp, FaceTime and Zoom can now be used in the witnessing of important legal documents like wills, powers of attorney and statutory declarations.

The new temporary regulation will help reduce face-to-face contact during the COVID-19 pandemic.

Under the new regulation, a witness must see a person signing the document in real time to confirm the signature is legitimate, but now they can do so using video conferencing technology.

The witness will sign the document, or a copy of the document, to confirm they witnessed the signature.

This could be done on a hard copy that is scanned and sent to the witness or on an identical counterpart of the document the signatory signs.

Traditional methods of signing and witnessing these documents remain valid while the regulation is in force.



Information and resources

ANZAC Day to be commemorated at home

Local communities across the State will be able to commemorate ANZAC Day from home this year with the broadcast of special services to honour

veterans and serving Defence personnel. Councils can access the Premier's media release [here](#).

Stay home this Ramadan social media tiles

Social media tiles are available [here](#) for use on your council's channels reinforcing the Stay Home this Ramadan message to your community.

OLG showcases council success stories

OLG wants to hear from councils about the great work they are doing to support their communities during the COVID-19 pandemic. If you have a success story to tell, please send a 200-300 word description, a photo and any relevant links to media@olg.nsw.gov.au. Success stories will be published on the [OLG website](#).

Councils urged to keep tips open to the public

A factsheet has been prepared by the Environment Protection Authority to support the continued operation of waste and recycling facilities during COVID-19. The factsheet is available [here](#).

PPE supplier register now available

The NSW Government has released a register of suppliers which have indicated their ability to provide critical supplies of Personal Protective Equipment (PPE) during the COVID-19 crisis. The register is available [here](#).

Quicklinks

Councils can access the latest information and resources about COVID-19 on the [NSW Government](#), [NSW Health](#), [Commonwealth Government](#) and [Commonwealth Department of Health](#) websites.

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Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Wednesday, 6 May 2020 3:57 PM
To: Upper Lachlan Shire Council
Subject: COVID-19 Council Update - 6 May 2020

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COVID-19 COUNCIL UPDATE

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6 May 2020

\$10 million to enhance ePlanning for local councils



The NSW Government has announced nearly \$10 million to enhance its ePlanning platform and ensure all councils can get online from July 1 onwards.

The online platform allows homeowners and businesses to lodge their development applications online and track them in real-time.

It is also resulting in faster DA processing times for local councils.

Thirty-seven councils are already successfully using ePlanning to process DAs and it has already helped slash processing times by up to 50 per cent. In fact [Cessnock City Council](#) has reduced processing times from 80 to 38 days.

The \$9.7 million in funding will deliver important upgrades to enhance the system and ensure it can meet demand once all 128 councils are using it by July 2021.

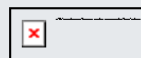
On 1 July 2020 all councils across Sydney, Newcastle, the Central Coast and

Illawarra will be required to start accepting and processing DAs, complying development certificates and post-consent certificates via the NSW Planning Portal.

It will be mandatory for all greater metropolitan councils to process all applications via ePlanning by the end of 2020.

The remaining councils must process all applications through the NSW Planning Portal by 1 July 2021.

Read the NSW Government media release [here](#).



Council webinar with senior planning officers

The Department of Planning, Industry and Environment is hosting a webinar for council general managers and planning directors to discuss recent planning changes.

The webinar, which will be held on May 13 at 1.30pm, will be presented by:

- Marcus Ray, Group Deputy Secretary, Planning and Assessment
- Alex O'Mara, Group Deputy Secretary, Place, Design and Public Spaces, and
- Brett Whitworth Deputy Secretary, Greater Sydney, Infrastructure & Place.

The webinar will cover planning issues in the COVID-19 environment including fast tracked assessments and ePlanning.

An invitation has been emailed to council general managers with instructions on how to register for the webinar.

Councils are also encouraged to submit any questions they would like answered during the webinar when they are registering.

A recording of the webinar will be available afterwards for viewing on the [Office of Local Government website](#).

Improving our local showgrounds

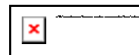
As part of the NSW Government's \$2.3 billion Health and Economic Stimulus Package (COVID Stimulus), \$25 million has been allocated over two years to fund maintenance and improvement works at showgrounds around the State.

Funding is being allocated in two phases with showground managers invited by their respective local members to submit funding proposals for consideration.

Phase 1 applications recently closed and funding is expected to be distributed to successful applicants in June 2020.

The program is administered by the Department of Planning, Industry and Environment – Crown Lands.

Further information about the program, including details about Phase 2 applications can be found [here](#).



New volunteering platform launched to support needy

Volunteers are being empowered to provide welfare checks, deliver supplies and offer essential transport to vulnerable people through a new online platform linking community members with charities, NGOs and councils in need of support.

The NSW Government is encouraging volunteers and organisations to register on the new [Emergency Support Volunteering website](#) to help support people impacted by COVID-19.

The pandemic is placing a significant strain on volunteer-driven organisations that support vulnerable members of our community, and many require more people to help meet demand.

The platform allows you to register your details online and an organisation in your local area will get in touch and offer volunteering opportunities when they arise. The safety and wellbeing of participants is a high priority.

The NSW Government has partnered with the [Centre for Volunteering](#) to develop the platform which is also operating in Victoria and Western Australia.



Information and resources

[Community Building Partnership 2020 Round](#)

Councils can now apply for funding under the 2020 Round of the NSW Government's [Community Building Partnership](#) program. Funding is available for infrastructure projects that deliver positive social, environmental and recreational outcomes while promoting community participation, inclusion and cohesion. Applications are now open and close on June 12.

[Low Coast Loans Initiative applications](#)

Councils can now [apply](#) for funding under a third round of the Low Cost Loans Initiative.

[Economic stimulus webinar and FAQs](#)

Councils can access a recording of the [webinar](#) with Minister Hancock on May 1 and detailed [FAQs](#) for further information on the COVID-19 local government economic stimulus package.

[COVID-19 heat maps](#)

Councils can access a NSW Government [heat map](#) pinpointing COVID-19 cases by postcode.

[PPE supplier register](#)

Councils can access a [register](#) of suppliers which have indicated their ability to provide critical supplies of Personal Protective Equipment (PPE) during the COVID-19 crisis.

[Quicklinks](#)

Councils can access the latest information and resources about COVID-19 on the [NSW Government](#), [NSW Health](#), [Commonwealth Government](#), [Commonwealth Department of Health](#) and [NSW Office of Local Government](#) websites.

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Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Monday, 4 May 2020 3:34 PM
To: Upper Lachlan Shire Council
Subject: COVID-19 Council Update - 4 May 2020

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COVID-19 COUNCIL UPDATE

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4 May 2020

ESL funding boost to local councils and communities



Local councils will be able to direct more funding into frontline COVID-19 response efforts and core community services with the NSW Government fully funding the local government increase in the emergency services levy (ESL) for 2020-21.

Individual councils across the State will save between \$2,374 and \$1,176,495 which can be reinvested into local communities.

It follows the NSW Government's announcement of a \$395 million COVID-19 local government economic stimulus package on April 26 to safeguard council jobs, services and infrastructure across the State.

The package includes \$32.76 million to fully fund the ESL increase for all NSW councils for 2020-21, primarily to pay for new workers' compensation arrangements for firefighters with cancer.

The commitment recognises the financial impacts on local councils caused by COVID-19, bushfires and drought.

It will allow local councils to redirect funding to core community services and providing financial support for their local communities.

Revenue NSW has issued councils with their ESL assessment notices for 2020-21 as required by legislation.

The Office of Local Government will pay a grant to each council equivalent to the increase in their ESL contribution for 2020-21. Payments will be made in the first quarter of 2020-21.

ESL increases vary depending on the funding formula for each local government area. This [table](#) shows the increase for each council for 2020-21.

In 2019-20 the NSW Government provided \$13.6 million to fund the ESL increase for local councils to pay for new workers' compensation arrangements for firefighters with cancer.

The Government will continue to examine options to better manage the impact of ESL on local councils.

Councils can access further information in the ESL section of this [FAQs](#) document, starting on page 12.



Funding boost for council pounds and shelters

Council-run pounds will benefit from a \$500,000 funding boost to help cover veterinary, staff and food costs as well as minor capital works during the COVID-19 crisis.

The funding is in recognition of the new procedures introduced to reduce the risk of spreading COVID-19 as well as additional pressures being placed on pounds and shelters.

Funding will be available to all council pounds across the State to ensure they continue to remain viable and functional.

Minor capital works can include minor site upgrades, maintenance works or the purchasing of new equipment.

A minimum of \$4,000 will be paid to councils under the program, up to a maximum of \$28,000, depending on the number of local government areas the pound supports.

The funds will be paid directly to councils in two equal instalments - one this financial year and the other in 2020-21.

Read the Minister's media release [here](#).

Infrastructure boost for local councils



Councils can now apply for funding under a third round of the Low Cost Loans Initiative (LCLI).

The LCLI assists councils by funding 50 per cent of interest paid on borrowings related to new infrastructure.

It is designed so councils can bring forward planned local infrastructure and deliver on housing for the benefit of their local communities.

Under rounds one and two, the NSW Government invested over \$15 million to kick start nearly \$300 million worth of essential infrastructure to support growing communities across metropolitan and regional NSW.

Applications for round three close on August 14.

A copy of the guidelines and information on the application process is available [here](#).



Information and resources

[Economic stimulus webinar and FAQs](#)

Councils can access a recording of the [webinar](#) with Minister Hancock on May 1 and detailed [FAQs](#) for further information on the COVID-19 local government economic stimulus package.

[COVID-19 heat maps](#)

Councils can access a NSW Government [heat map](#) pinpointing COVID-19 cases by postcode.

Integrated Planning and Reporting advice

The Office of Local Government (OLG) has provided detailed advice to councils in relation to their Integrated Planning and Reporting (IP&R) requirements until the next local government elections.

Updated Planning and Assessment advice

Updated FAQs for Planning and Assessment for Councils during COVID-19 have now been published.

PPE supplier register

Councils can access a register of suppliers which have indicated their ability to provide critical supplies of Personal Protective Equipment (PPE) during the COVID-19 crisis.

Quicklinks

Councils can access the latest information and resources about COVID-19 on the NSW Government, NSW Health, Commonwealth Government, Commonwealth Department of Health and NSW Office of Local Government websites.

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Katie Dewar

From: Local Government NSW <lgnsw@lgnsw.org.au>
Sent: Sunday, 26 April 2020 6:49 AM
To: Upper Lachlan Shire Council
Subject: Stimulus package for councils a big win for local government

[View this email in your browser](#)

Attention: Mayors, Councillors, General Managers

Dear Mayors, Councillors and local government staff,

We've won our most significant victory for you to date! Today, in response to LGNSW's advocacy, the NSW Government has announced a \$395 million local government stimulus package.

To date, no other State or Territory Government has provided local governments with support of this magnitude, providing added significance to our success.



You can read our media release [here](#), but in summary the package includes:

- A three-month Council Job Retention Allowance of \$1500 per fortnight per qualifying staff, to limit job losses. The total allowance is capped at \$112.5 million and will be drawn from the NSW Government's *Jobs for NSW* fund.

- \$32.8 million to help councils meet increases in the 2020/21 Emergency Services Levy. This provision is over and above the \$13.6 million provided last year, to help manage overnight levy increases of up to \$220,000.
- a \$250 million increase in low-cost loans to eligible councils through the State's TCorp borrowing facility, to kick-start community infrastructure projects. TCorp will also be offering principal and interest payments deferrals on existing council loans upon request for the next six months.

This funding will **drive economic recovery in every corner of NSW, saving jobs and saving our local government essential services.**

When we speak with one voice – across all our political and geographic divides - we win!

This result is a real credit to the hard advocacy work of all our member councils.

I particularly want to call out councils who've let us know they passed our Mayoral Minute on financial assistance: Ballina Shire, Byron Shire, Central Coast, Cessnock City, Cobar, Coffs Harbour City, Gunnedah, Kempsey Shire, Maitland City, MidCoast, Port Macquarie Hastings, Port Stephens, Queanbeyan-Palerang Regional, Tamworth Regional, Warumbungle Shire and of course all those intending to do so at the next council meeting.

Of course, the work is never over, and the imperative that we speak with one voice is stronger than ever.

We will continue to work with the Government to achieve the best outcomes for councils and communities, including assessing the need for a possible extension of the Council Job Retention Allowance program from three months to six months to ensure it is in line with the six-month JobKeeper program, and seeking an extension of TCorp loan eligibility criteria to ensure no community is left behind.

LGNSW will also continue to advocate on your behalf as we all navigate our way through the havoc wreaked by drought, bushfires, floods and the pandemic. Advocacy around planning reform and the issues of recycling and waste remain top of the agenda, along with disaster recovery and pandemic-related issues.

I look forward to continue working with and for you on these issues, and on so many others that determine the future success of our communities right across NSW.

Thank you!

Yours sincerely,



Cr Linda Scott
President LGNSW

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MEDIA RELEASE

Tuesday 21 April 2020

REGULATORY CHANGES TO TAKE PRESSURE OFF RATEPAYERS, BUSINESSES AND COUNCILS

The NSW Government has made a series of regulatory changes to ensure council resources continue to be focused on frontline COVID-19 response efforts and allow councils to provide financial relief to businesses and residents.

Member for Goulburn Wendy Tuckerman said the changes acknowledge that Wingecarribee, Goulburn Mulwaree, Upper Lachlan Shire, Yass Valley and Hilltops Councils are redirecting resources to ensure the delivery of essential services to our community.

"Our Councils are playing a vital role in supporting and protecting local communities during these unprecedented times," Mrs Tuckerman said.

"The changes provide our local Councils with the flexibility to adjust to rapidly shifting circumstances.

"Importantly, they also give ratepayers more time to pay their rates notices and allows Council to provide financial support to businesses suffering from reduced cash flows or forced closure by waiving or reducing fees."

Amendments to local government regulations include:

- Allowing councils to delay sending out the first quarterly rates notice for 2020-21 and extend the payment deadline by one month;
- Enabling councils to immediately waive or reduce fees for services such as food premise inspections and footpath usage for COVID-19 affected businesses, without the need to provide 28 days public notice;
- Providing councils with a one-month extension to adopt their 2020-21 operational plans and budgets and submit their 2019-20 audited financial statements and annual reports. Councils will also have an extra month to submit their last quarterly budget review statement for 2019-20; and





- Removing the requirement for documents to be made available for inspection at council offices, if the document is published on the council's website or available electronically; and
- Removing the requirement for council notices to be advertised in newspapers and instead allow the relevant notice to be published on the council's website.

"The NSW Government will continue to work with local councils to identify, develop and implement more measures to support them and their local communities during the COVID-19 pandemic," Mrs Tuckerman said.

ENDS



Katie Dewar

From: Office of Local Government <newsletter@info.olg.nsw.gov.au>
Sent: Friday, 24 April 2020 4:28 PM
To: Upper Lachlan Shire Council
Subject: Minister's message - 24 April 2020



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Message from Minister Hancock

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24 April 2020



Supporting local councils and communities during COVID-19

I am writing today to once again express my gratitude for the hard work that councils and council staff are undertaking to respond to the current COVID-19 pandemic.

Your amazing efforts in keeping services and infrastructure going in these trying times has no doubt helped mitigate the impact of this crisis upon the community.

Your feedback has greatly assisted in shaping our response to date. As you would be aware, in March I amended the Local Government Act to allow councillors to meet by an audio-visual link instead of attending in person. Feedback on this change has been overwhelmingly positive.

Last week I also announced a number of regulatory changes to provide councils with the flexibility to adjust to rapidly shifting circumstances.

These changes ensure council resources continue to be focused on frontline COVID-19 response efforts and allow councils to provide financial relief to businesses and residents.

I remain acutely aware of the significant financial impacts suffered by local councils and the ongoing challenges you are facing.

My priority is securing support to ensure that councils are able to keep people in jobs. On that note, I want to once again congratulate both LGNSW and the unions for their work on finalising the Local Government (COVID-19) Splinter Award 2020. I also want to express my thanks to all councils who have signed up to it.

Councils are certainly playing their part and I recognise that many are providing rates and fees relief in the millions of dollars. This is the local government sector doing what it does best – supporting their local community. I am continuing to advocate on your behalf to my Cabinet colleagues to ensure you receive the support you need.

Please keep up to date with recent developments on the Office of Local Government COVID-19 page. I also encourage you to continue to contact your OLG Council Engagement Manager with any questions you may have.

Stay well.

Shelley Hancock
Minister for Local Government

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Regulatory changes to take pressure off ratepayers, businesses and councils

Shelley Hancock – Minister for Local Government

Friday, 17 April 2020

The NSW Government has today made a series of regulatory changes to ensure council resources continue to be focused on frontline COVID-19 response efforts and allow councils to provide financial relief to businesses and residents.

Minister for Local Government Shelley Hancock said the changes acknowledge that councils are redirecting resources to ensure the delivery of essential services to their communities across the State.

“Councils are playing a vital role in supporting and protecting local communities during these unprecedented times,” Mrs Hancock said.

“The changes provide councils with the flexibility to adjust to rapidly shifting circumstances.

“Importantly, they also give ratepayers more time to pay their rates notices and allows councils to provide financial support to businesses suffering from reduced cashflows or forced closure by waiving or reducing fees.”

Amendments to local government regulations include:

- › Allowing councils to delay sending out the first quarterly rates notice for 2020-21 and extend the payment deadline by one month;
- › Enabling councils to immediately waive or reduce fees for services such as food premise inspections and footpath usage for COVID-19 affected businesses, without the need to

Your Feedback

provide 28 days public notice;

- Providing councils with a one-month extension to adopt their 2020-21 operational plans and budgets and submit their 2019-20 audited financial statements and annual reports. Councils will also have an extra month to submit their last quarterly budget review statement for 2019-20;
- Removing the requirement for documents to be made available for inspection at council offices, if the document is published on the council's website or available electronically; and
- Removing the requirement for council notices to be advertised in newspapers and instead allow the relevant notice to be published on the council's website.

"The NSW Government will continue to work with local councils to identify, develop and implement more measures to support them and their local communities during the COVID-19 pandemic," Mrs Hancock said.

PDF
Version:

Ministerial Media Release 17 April 2020 (<https://www.olg.nsw.gov.au/wp-content/uploads/2020/04/MMR-Regulatory-changes-to-take-pressure-off-ratepayers-businesses-and-councils.pdf>)

MEDIA: Nicholas Story | 0438 255 020

Your Feedback

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Your Feedback

/



RSL NSW

David Findlay

Coordinator Gunning RSL Chapter 192 Rock Lodge Road JERRAWA 2582
Tel: 024845 8257 email: findlaymogear@gmail.com

UPPER LACHLAN SHIRE COUNCIL

GUNNING OFFICE

07 MAY 2020

File No:

The General Manager,
Upper Lachlan Shire Council,
PO Box 42,
GUNNING NSW 2581.

Re: Request for name to be added to "Served Abroad" section of the Gunning Cenotaph. Your ref: F14/30-07

Dear Ms Worthy,

I would like to acknowledge a letter of 24 April 2020 from Mr Scott Parsons supplying details of the name of E.R. WATERS being added to the Gunning Cenotaph in the 'Served Abroad' section. In particular, I would like to thank the Council for the prompt and efficient manner of dealing with this request.

Yours sincerely,
David Findlay.
06 May 2020.

10 INFORMATION ONLY

The following items are submitted for consideration -

10.1	Development Statistics for the month of April 2020	116
10.2	Monthly Weeds Activities Report	123
10.3	Investments for the month of April 2020	126
10.4	Bank Balance and Reconciliation - April 2020	129
10.5	Rates and Charges Outstanding - 30 April 2020	130
10.6	Grants Report	132
10.7	Action Summary - Council Decisions	137
10.8	Wyangala Dam Wall Raising Project Update	147

Information Only - 21 May 2020

ITEM 10.1 **Development Statistics for the month of April 2020**

FILE REFERENCE I20/216

AUTHOR **Director of Environment and Planning**

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

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

REPORT

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

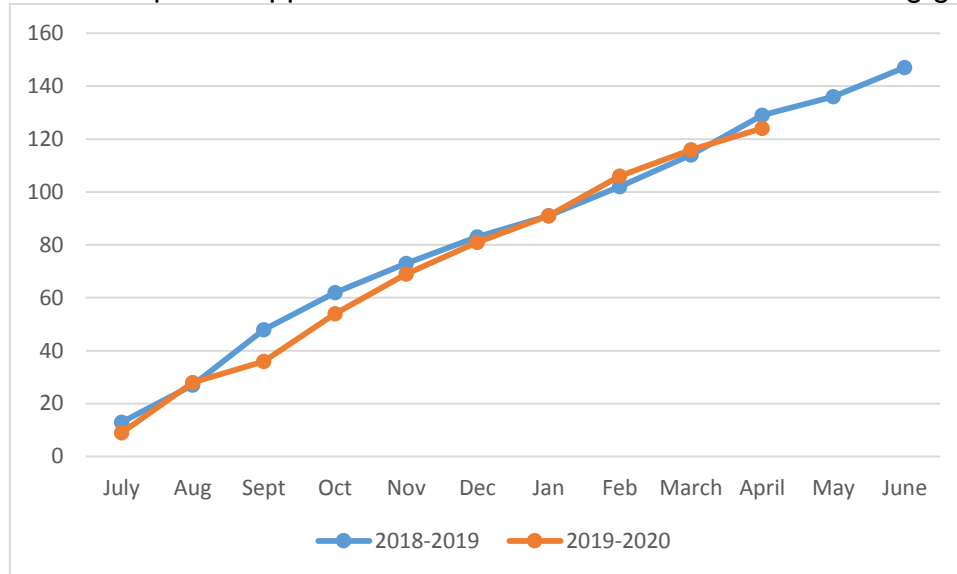
Statistics by Development Type								
Current Year					Last year			
DA Type	April 2020		Year to Date 1/7/19 to 30/04/20		April 2019		Year to date 1/7/17 to 30/04/19	
	Count	\$Value	Count	\$Value	Count	\$Value	Count	\$Value
Commercial	1	\$0	3	\$50,000	0	\$0	7	\$3,276,000
Residential	6	\$1,201,663	81	\$20,142,202	14	\$2,651,794	93	\$18,729,363
Industrial	0	\$0	1	\$795,000	0	\$0	0	\$0
Other	2	\$42,000	14	\$1,778,500	1	\$47,950	14	\$681,450
Total	8	\$1,243,663	90	\$22,765,702	15	\$2,699,744	114	\$22,686,813
Subdivision								
Type	Count	Lots	Count	Lots	Count	Lots	Count	Lots
Residential	0	0	5	19	0	0	2	51
Rural Residential	0	0	3	7	0	0	0	0
Commercial	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0

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

Boundary Adjustment	0	0	0	0	0	0	1	0
Strata	0	0	0	0	0	0	0	0
Agricultural	0	0	1	3	0	0	8	19
Modification/Other	0	0	2	13	0	0	2	3
Total	0	0	11	42	0	0	13	73

1. Development Applications

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



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

DAs under assessment	DA modifications under assessment	DAs received April 2020	DA modifications received April 2020	DAs determined April 2020	DA modifications determined April 2020
25	7	8	2	9	0

The average determination processing time is for the month of April was 64 days.

Determinations issued 1 April to 30 April 2020 are summarised in the following table:

Determinations Issued between 1 April to 31 April 2020		
DA No.	Proposal	Property
113/2019	Transportable Dwelling	4 Rose St, Grabben Gullen Lot 7 Sec 6 DP 758469
1/2020	Dwelling	140 Greenridge Rd, Curraweela Lot 6 DP 1221640
8/2020	Transportable Dwelling	Range Rd, Bannister Lot 12 DP 1214448
17/2020	Fence/Wall	60 Biala St, Gunning

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

Determinations Issued between 1 April to 31 April 2020		
DA No.	Proposal	Property
		Lot 17 Sec 8 DP 758493
24/2020	Garage/Shed	88 Reservoir Rd, Crookwell Lot 5 DP 1189076
25/2020	Relocation of Dwelling	1 George St, Collector Lot 18 DP 727525
26/2020	Alterations & Additions	8 Wade St, Crookwell Lot 20 DP 1682
31/2020	Medical Centre	165 Goulburn Street, Crookwell Lot 1 DP 930915
111/2019	Dwelling	3047 Grabben Gullen Road, Grabben Gullen Lot 403 & 406 DP 754115

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

Development Applications Outstanding on April 2020				
(In order of date submitted to Council)				
DA No.	Date Rec	Proposal	Property	Reason
23/2018	26/2/2018	Dwelling	Gundaroo Rd, Bellmount Forest - Lot 1 DP 754573, Lot 148 & 197 DP 754113	Under Assessment
187/2004 (Mod)	1/10/2019	Subdivision	233 Holloways Rd, Tarlo Lot 1 DP 1152061	Awaiting Referral Response
100/2019	25/10/2019	Subdivision	689 Woodhouselee Rd, Woodhouselee Lot 2 DP 803179	Awaiting Additional Information
108/2019	20/11/2019	Community Event	1 Brennan St, Collector Lot 11 DP 1046757	Awaiting Additional Information
73/2010 (Mod)	10/12/2019	Dwelling	Kangaloolah Rd, Binda Lot 117 DP 753012	Under Assessment
118/2019	10/12/2019	Swimming Pool	Kangaloolah Rd, Binda Lot 117 DP 753012	Under Assessment
107/2015 (Mod)	19/12/2019	Alterations & Additions	Cullerin Rd, Gunning Lot 2 & 3 DP 743172	Awaiting Additional Information
9/2020	30/1/2020	Dwelling	2 Yass St, Gunning Lot 4 DP 878504	Awaiting Additional Information
12/2020	11/2/2020	Subdivision	76 Brooklands St, Crookwell Lot 1 DP 620456	Under Assessment

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

Development Applications Outstanding on April 2020 (In order of date submitted to Council)				
DA No.	Date Rec	Proposal	Property	Reason
14/2020	19/2/2020	Garage/Shed	31 East St, Crookwell Lot 2 Sec 14 DP 758308	Under Assessment
15/2020	19/2/2020	Subdivision	Macarthur St, Taralga Lot 4 DP 569885	Under Assessment
16/2020	20/2/2020	Transportable Dwelling	82 Boureong Dve, Gunning Lot 5 DP 1198749	Awaiting Additional Information
18/2020	25/2/2020	Dwelling & Shed	43 Povey Place, Breadalbane Lot 6 DP 1205245	Under Assessment
19/2020	26/2/2020	Garage/Shed	21 Graham Cres, Crookwell Lot 39 DP 1253454	Under Assessment
20/2020	26/2/2020	Garage/Shed	114 Yass St, Gunning Lot 100 DP 1260982	Under Assessment
21/2020	28/2/2020	Greenhouse	478 Tyrl Tyrl Rd, Laggan Lot 3 DP 1036827	Under Assessment
22/2020	28/2/2020	Dwelling	15 Graham Cres, Crookwell Lot 33 DP 1253454	Under Assessment
27/2020	16/3/2020	Alterations & Additions	150 Cullerin Rd, Gunning Lot 1 DP 530695	Under Assessment
28/2020	20/3/2020	Dwelling	Orchard St, Taralga Lot 2 DP 730685	Awaiting Additional Information
161/2006 (Mod)	23/3/2020	Subdivision	Middle Arm Rd, Middle Arm Lot 182, 183 & 146 DP 750051 Lot 2 DP 532757 Lot 4 DP 532758	Awaiting Additional Information
89/2010 (Mod)	24/3/2020	Subdivision	Boorowa Rd, Lost River Lot 1 & 4 DP 865737 Lot 32 DP 754147	Under Assessment
29/2020	25/3/2020	Subdivision	6 Spring St, Crookwell Lot 1 DP 1199107	Under Assessment
30/2020	26/3/2020	Alterations & Additions	1764 Abbey Collins Rd, Gunning Lot 51 DP 754101	Under Assessment
32/2020	07/04/2020	Transportable Dwelling	6 Lark Close, Collector Lot 107 DP 1258213	Under Assessment
33/2020	14/04/2020	Dwelling Additions and Alterations	3981 Taralga Road, Taralga Lot 1 DP 1180518	Under Assessment

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

Development Applications Outstanding on April 2020 (In order of date submitted to Council)				
DA No.	Date Rec	Proposal	Property	Reason
20/2019 (mod)	14/04/2020	Dwelling	191 Greenridge Road, Curraweela Lot 3 DP 1221640	Under Assessment
34/2020	22/04/2020	Garage	43 Bourke Street, Collector Lot 2 DP 1172469	Awaiting Additional Information
35/2020	22/04/2020	Additions and Alterations to existing Service Station	56 Yass Street, Gunning Lot 1 DP 214923	Under Assessment
98/2019 (mod)	24/04/2020	Subdivision	Wheeo Road, Grabben Gullen Lot 2 DP 203470	Awaiting Referral Responses
36/2020	22/04/2020	Garage	7 Surrey Street, Collector Lot 4 DP 1251680	Awaiting Additional Information
37/2020	29/04/2020	Dwelling Additions and Alterations	67 Wade Street, Crookwell Lot 2 DP 236804	Under Assessment
38/2020	29/04/2020	Dwelling	23 Graham Crescent, Crookwell Lot 25 DP 1253454	Under Assessment

2. Construction Certificates

Construction Certificates Issued between 1 April to 31 April 2020		
CC No.	Proposal	Property
2/2020	Dwelling	1799 Towrang Road, Greenwich Park Lot 12DP 1095649
20/2020	Shed	88 Reservoir Road, Crookwell Lot 5 DP 1189076
23/2020	Relocation of Dwelling	1 George Street, Collector Lot 18 DP 727525
24/2020	Retaining wall	60 Bialla Street, Gunning Lot 17 Sec 8 DP 758493

Approved by Council	
April 2020	Year to date
4	63

Information Only**DEVELOPMENT STATISTICS FOR THE MONTH OF APRIL 2020** cont'd**3. Occupation Certificates**

Occupation Certificates Issued between 1 April to 31 April 2020		
OC No.	Proposal	Property
22/2020	Dwelling	4 Graham Crescent, Crookwell Lot 16 DP 1253454

Approved by Council	
April 2020	Year to date
1	35

4. Subdivision Certificates

Subdivision Certificates Issued between 1 April to 31 April 2020		
SC No.	Proposal	Property
2/2020	Subdivision	1357 Cooks Hill Road, Blakney Creek Lot 2 DP 1223418

Approved by Council	
April 2020	Year to date
1	14

5. Planning Certificates

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

Year	Number of Certificates Issued
1 July 2008 to 30 June 2009	383
1 July 2009 to 30 June 2010	464
1 July 2010 to 31 June 2011	535
1 July 2011 to 30 June 2012	426
1 July 2012 to 30 June 2013	408
1 July 2013 to 30 June 2014	457
1 July 2014 to 30 June 2015	426
1 July 2015 to 30 June 2016	481
1 July 2016 to 30 June 2017	461
1 July 2017 to 30 June 2018	452
1 July 2018 to 30 June 2019	347
1 July 2019 to 30 April 2020	358

POLICY IMPACT

Nil

OPTIONS

Nil

Information Only

DEVELOPMENT STATISTICS FOR THE MONTH OF APRIL 2020 cont'd

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 21 May 2020

ITEM 10.2 Monthly Weeds Activities Report

FILE REFERENCE I20/196

AUTHOR Manager of Regulatory and Biosecurity Services

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

REPORT

Biosecurity staff completed twenty five (25) property inspections, prior to their suspension, as a direct consequence of the COVID 19 pandemic. After careful consideration and advice from the Department of Primary Industries, property inspections will recommence from early May.

Compliance with previous issued Biosecurity Directions continues to be seen with only one (1) remaining outstanding. Educational assistance is being provided to the remaining recipient of the outstanding Direction. It is anticipated the final Direction will be rescinded in June of this year, with no anticipation of further Directions being issued in the foreseeable future.

Control of weeds of National Significance, upon Council controlled land continued throughout the reporting period. Biosecurity Officers concentrated their effort in the north of the Shire targeting Blackberry. Additionally the Gunning based Officer, undertook weed control at the Gunning Golf Course, with the intention to reduce the risk of weeds spreading to neighbouring properties. Observations made at the time of the treatment, revealed that adequate Biosecurity control measures at the course, had been neglected for an extended period of time.

It is anticipated that considerable follow-up treatment will be required by Councils Works Department to guarantee, the risk to neighbouring properties is mitigated to an acceptable level and that Council complies with its obligations under the Biosecurity Act.

Councils Regulatory & Biosecurity Manager has sought legal advice as to Councils position, concerning the control of weeds of National Significance along roads that are occupied by Transport New South Wales. This includes the Hume and Federal Highways. This advice will be reported back to Council once received.

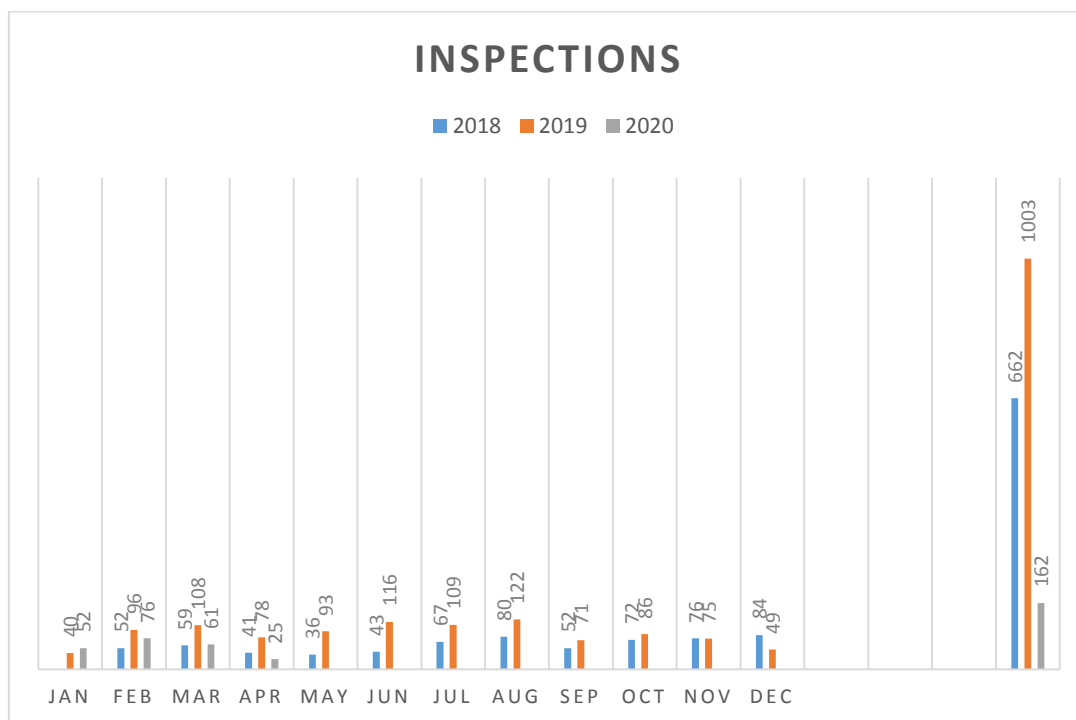
Inspections:

ST BB	Strathaird	Hillcrest	1/4/20	Routine	2 3
ST	Strathaird	Hillcrest	1/4/20	Routine	3
ST BB	Strathaird	Bannaby	1/4/20	Routine	2 2

Information Only

MONTHLY WEEDS ACTIVITIES REPORT cont'd

ST BB	Guinecor	Hillcrest	2/4/20	Routine	1 2
ST BB	Strathaird	Hillcrest	2/4/20	Routine	1 1
ST BB	Strathaird	Hillcrest	7/4/20	Routine	1 2
ST BB	Strathaird	Hillcrest	7/4/20	Routine	2 1
ST	Kildare	Bannaby	7/4/20	Routine	1
ST	Kildare	Bannaby	7/4/20	Routine	1
ST BB	Strathaird	Hillcrest	8/4/20	Routine	1 1
ST BB	Strathaird	Hillcrest	8/4/20	Routine	1 2
ST	Strathaird	Hillcrest	8/4/20	Routine	1
ST	Strathaird	Hillcrest	8/4/20	Routine	1
ST	Mulgowrie	Sylvia Vale	9/4/20	Reinsp	1
ST	Mulgowrie	Sylvia Vale	9/4/20	Routine	1
ST BB	Yarraman	Tuena	15/4/20	Reinsp	2 3
ST	Yarraman	Tuena	15/4/20	Routine	1
ST	Collector	Breadalbane Rd	01/04/20	Routine	1
G,ST,BB	Collector	Breadalbane Rd	01/04/20	Routine	1,1,1
ST	Milbang	Breadalbane Rd	07/04/20	Routine	1
ST	Milbang	Breadalbane Rd	07/04/20	Routine	1
-	Milbang	Wologorong Rd	08/04/20	Routine	-
G, ST	Wologorong	Wologorong Rd	08/04/20	Notified	2,2
ST,BB	Collector	Short street	14/04/20	Re-inspec	1,1
SJW	Collector	Breadalbane Rd	14/04/20	Re-inspec	1



Key for Weed Abbreviations

Weed ID Weed Identification

S/T Serrated Tussock

PC Paterson's Curse

EB English Broom

Go Gorse

BB Blackberry

Nth Nodding Thistle

FW Fireweed

CG Coolatai Grass

SJW St John's Wort

CNG Chilean Needle Grass

ALG African Lovegrass

Information Only
MONTHLY WEEDS ACTIVITIES REPORT cont'd

Key for Degree of Infestations

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

Key for Actions of Inspections

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

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

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

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -
Council receives and notes the report as information.

ATTACHMENTS

Nil

Information Only - 21 May 2020

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

FILE REFERENCE **I20/191**

AUTHOR **Director of Finance and Administration**

ISSUE

Council Investment Portfolio Register as at 30 April 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

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

REPORT

Investments to 30 April 2020

Investment Institution	Type	Investment Face Value	Interest Rate	Term Days	Maturity Date	Interest Due
CBA	Call	\$160,000	0.20%	N/A	30-04-20	\$73.15
Bank of Qld	TD	\$700,000	1.60%	182	07-10-20	\$5,584.66
Bank of Qld	TD	\$1,200,000	3.00%	735	19-08-20	\$72,493.15
Bank of Qld	TD	\$700,000	1.55%	363	14-10-20	\$10,790.55
Bank of Qld	TD	\$800,000	1.50%	364	02-12-20	\$11,967.12
Bank of Qld	TD	\$1,000,000	3.15%	1097	25-08-21	\$94,672.60
Bank of Qld	TD	\$1,000,000	1.50%	105	20-05-20	\$4,315.07
Bankwest	TD	\$1,000,000	1.25%	168	13-05-20	\$5,753.42
Bankwest	TD	\$500,000	1.50%	364	16-09-20	\$7,479.45
Bendigo Bank	TD	\$1,200,000	1.20%	266	09-12-20	\$10,494.25
Bendigo Bank	TD	\$800,000	1.55%	259	16-12-20	\$8,798.90
Bendigo Bank	TD	\$1,000,000	1.35%	84	08-07-20	\$3,106.85
Bendigo Bank	TD	\$500,000	0.95%	84	15-07-20	\$5,235.62
Bendigo Bank	TD	\$1,000,000	1.55%	266	17-06-20	\$11,295.89
CBA	TD	\$1,000,000	1.48%	119	10-06-20	\$4,825.21

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

CBA	TD	\$1,000,000	1.09%	105	24-06-20	\$3,135.62
CBA	TD	\$1,000,000	1.40%	330	16-09-20	\$12,657.53
CBA	TD	\$1,000,000	1.40%	363	11-11-20	\$13,923.29
IMB	TD	\$1,000,000	1.50%	105	03-06-20	\$4,315.07
IMB	TD	\$1,000,000	1.45%	112	27-05-20	\$4,449.32
IMB	TD	\$1,400,000	1.45%	105	23-09-20	\$10,122.19
IMB	TD	\$1,300,000	1.45%	364	28-10-20	\$18,798.36
NAB	TD	\$500,000	1.00%	84	22-07-20	\$1,150.68
NAB	TD	\$1,100,000	1.56%	210	06-05-20	\$9,872.88
NAB	TD	\$1,000,000	1.75%	365	05-08-20	\$17,500.00
NAB	TD	\$1,500,000	1.40%	120	01-07-20	\$6,904.11
NAB	TD	\$800,000	1.34%	364	17-03-21	\$10,690.63
NAB	TD	\$700,000	1.67%	335	11-08-20	\$10,729.18
		\$25,860,000				\$376,992.27

COUNCIL INVESTMENT PERFORMANCE: -**BUDGET COMPARISON TO 30 APRIL 2020**

Interest on Investments Received YTD	\$494,311
Annual budgeted amount for all funds	\$666,600
Percentage of Interest Received YTD	74.15%
Percentage of Year Elapsed	83.33%

BBSW COMPARISON TO 30 APRIL 2020

Average market interest rate (90 day BBSW)	0.98%
Average return on all investments	1.54%

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.

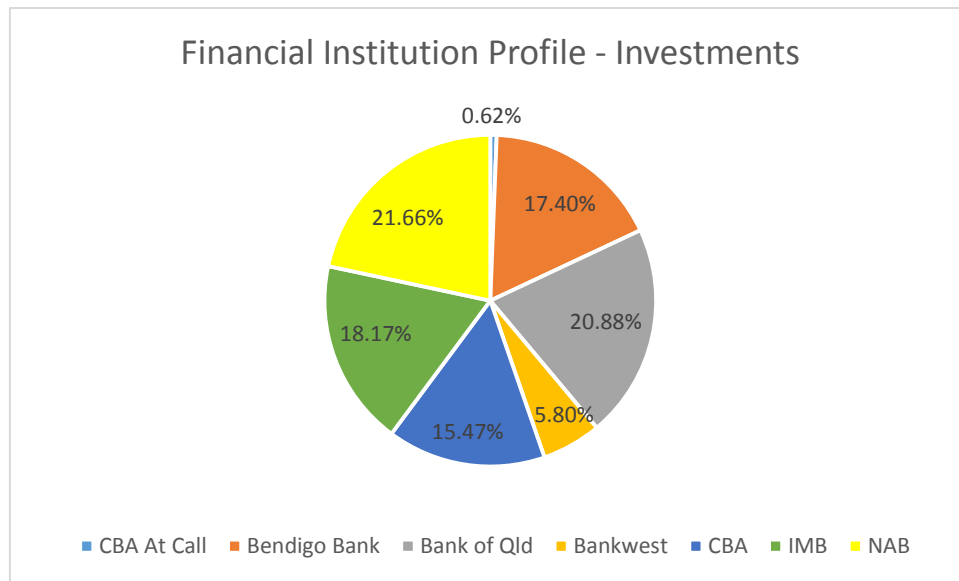
FINANCIAL INSTITUTION INVESTMENTS PROFILE AS AT 30 APRIL 2020

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

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

Information Only

INVESTMENTS FOR THE MONTH OF APRIL 2020 cont'd



SUMMARY OF AVAILABLE CASH AT 30 APRIL 2020

TOTAL INVESTMENTS: - \$ 25,860,000.00

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

General Fund Reserves	\$ 15,802,120.22
Water Supply Fund Reserves	\$ 2,817,312.79
Sewerage Fund Reserves	\$ 5,363,045.31
Domestic Waste Management Fund Reserves	\$ 1,871,790.29
Trust Fund Reserves	\$ 5,731.39

POLICY IMPACT

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

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 21 May 2020

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

FILE REFERENCE I20/192

AUTHOR **Director of Finance and Administration**

ISSUE

Statement of Bank Balance and Reconciliation as at 30 April 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

STATEMENT OF BANK BALANCE & RECONCILIATION

General Ledger balance brought forward 31 March 2020	398,966.13
Add: Receipts for April 2020	3,213,413.55
	<hr/> 3,612,379.68
Deduct: Payments for April 2020	3,240,704.63
Balance as at 30 April 2020	<hr/> 371,675.05 <hr/>
Balance as per Bank Statement 30 April 2020	459,830.86
Add: Outstanding Deposits	3,121.09
	<hr/> 462,951.95
Deduct: Unpresented Cheques / EFTs	91,276.90
Balance as at 30 April 2020	<hr/> 371,675.05 <hr/>

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Nil

Information Only - 21 May 2020

ITEM 10.5 **Rates and Charges Outstanding - 30 April 2020**

FILE REFERENCE I20/193

AUTHOR **Director of Finance and Administration**

ISSUE

Rates and Charges Outstanding Report to 30 April 2020.

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

A Summary report of Council Rates and Charges outstanding at 30 April 2020.

REPORT

There is an attached report titled "Rate Collection Year 2020" for the 2019/2020 financial year. A comparison of the rates and charges outstanding percentage to previous financial years is highlighted in the below table:-

Description	30/04/2020	30/04/2019	30/04/2018
Total % Rates and Charges Outstanding	17.68%	19.03%	18.73%
Total \$ Amount Rates and Charges Outstanding	\$2.152million	\$2.192million	\$2.116million

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. ↓	Rates Collection Report - April 2020	Attachment
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Rate Collection 2020 Year

Rating Categories	Levy Raised to date	Rates Received to 1 May 2020	Rates Outstanding to 1 May 2020	% Rates Outstanding 1 May 2020
Farmland	5,071,367.22	4,103,669.78	967,697.44	19.08%
Residential	1,278,781.44	1,029,389.67	249,391.77	19.50%
Rural Residential	696,499.76	567,469.51	129,030.25	18.53%
Business	287,023.35	255,655.60	31,367.75	10.93%
Mining	1,944.11	1,944.11	-	0.00%
Water	933,561.95	758,906.43	174,655.52	18.71%
Sewerage	1,523,508.40	1,235,034.84	288,473.56	18.93%
Domestic & Comm Waste	1,214,309.97	982,771.45	231,538.52	19.07%
Rural Waste	661,683.41	537,039.92	124,643.49	18.84%
Storm Water	46,880.32	37,640.45	9,239.87	19.71%
**Arrears	460,396.84	394,492.61	65,904.23	14.31%
Credits		119,659.30	-119,659.30	
Overall Total Rates	12,175,956.77	10,023,673.67	2,152,283.10	17.68%

Prepared by McClennan
 Authorised by Andrew G. Goh

Date 5/5/20
 Date 6/5/2020

I:\2019-2020\Rates\Recs\%outst_April 30 -2020

Information Only - 21 May 2020

ITEM 10.6 **Grants Report**

FILE REFERENCE **I20/218**

AUTHOR **Grants/Projects Officer**

ISSUE

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

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

Nil

REPORT

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

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

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

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

1. Download	Grants and Projects Report for Council 21 May 2020	Attachment
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Grants and Projects Report to Council - 21 May 2020

Grant Applications in progress								
Grantee	Due or Submitted	Project	Council Contrib.	Other Contribution	Amount Requested	Subtotal	Project Cost	Comment/Progress
Showground Stimulus Funding Program 19/20	25.04.20	Access pathway to toilet - Dalton Showground	\$ -	\$ -	\$ 16,000.00	\$ 16,000.00	\$ 16,000	Lodged
		Improvements Gunning Showground Hall	\$ 44,000	\$ -	\$ 92,307.20	\$ 136,307	\$ 136,307	
		Fit Out Gunning Showground Amenities Block	\$ -	\$ -	\$ 37,400	\$ 37,400	\$ 37,400	
Bridges Renewal Program Round 5	29.05.20	Crookwell River Bridge - Julong	\$ 768,600	\$ -	\$ 768,600	\$ 1,537,200	\$ 1,537,200	Working on Application
		Cooksvale Road/Peelwood Creek Bridge	\$ 475,000	\$ -	\$ 475,000	\$ 950,000	\$ 950,000	
		Blue Hills Road/Monkey Creek Bridge	\$ 375,000	\$ -	\$ 375,000	\$ 750,000	\$ 750,000	
Heavy Vehicle Safety and Productivity Program Round 7	29.05.20	Collector Road Upgrade 3km	TBA		TBA		TBA	Working on Application
Fixing Country Roads	19.12.19	Peelwood Road Upgrade 3km	\$ 492,700	\$ -	\$ 1,478,100	\$ 1,970,800	\$ 1,970,800	Awaiting news on success - Announcement early May
Fixing Country Roads	19.12.19	Wheeo Road Upgrade 5km	\$ 658,288	\$ -	\$ 1,974,862	\$ 2,633,150	\$ 2,633,150	Awaiting news on success - Announcement early May
Fixing Local Roads	02.12.19	Collector Road Upgrade 3km	\$ 495,300	\$ -	\$ 1,485,900	\$ 1,981,200	\$ 1,981,200	Awaiting news on success

Grant Applications in progress								
Grantee	Due or Submitted	Project	Council Contrib.	Other Contribution	Amount Requested	Subtotal	Project Cost	Comment/Progress
Building Better Regions Fund - Round 4	19.12.19	Wombeyan Caves Road Upgrade (2)	\$ 1,263,925	\$ -	\$ 1,263,925	\$ 2,527,850	\$ 2,527,850	Awaiting news on success - Health check undertaken by Aus Industry
Country Passenger Transport Infrastructure Grant	27.8.19	Gunning and Dalton Bus Stops	\$ 20,000	\$ -	\$ 22,000	\$ 42,000	\$ 42,000	Awaiting news of success
Crown Reserves Improvement Fund	Not open	Crookwell Caravan Park Improvements	\$ 30,000	\$ -	TBA	TBA	TBA	Delayed due to COVID-19
State Library Infrastructure Grant	8.11.19	Gunning roof and repairs and Crookwell/Gunning furniture	\$ 15,000	\$ -	\$ 151,161.52	\$ 166,161.52	\$ 166,162.52	Awaiting news on success
Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Stronger Country Communities Fund (Round 3)	18.9.19	Pat Cullen Reserve Group Picnic Shelter	\$ -	\$ -	\$ 58,695	\$ 58,695	\$ 58,695	Successful (Kiamma Creek Group) Awaiting deed.
		Gunning Showground Amenities	\$ 50,000	\$ -	\$ 750,000	\$ 800,000	\$ 800,000	Successful with \$672,747 Requested \$750,000 Deed returned with signature
Fixing Country Roads	10.10.19	Kangaroo Creek Bridge - Bigga	\$ 965,000	\$ -	\$ 965,000	\$ 1,930,000	\$ 1,930,000	Successful - Draft Deed returned
Waste Less Recycle More	27.06.18	Bin Audit and Education	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000	Infrastructure

Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Bushfire Community Resilience and Economic Recovery Fund	26.02.20	Training, Marketing and Events	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	Variation approved \$5,000 Taralga Youth Day, \$10,000 Business App, \$55,000 Marketing, \$20,000 Event, \$10,000 Training
Building Better Regions Fund - Round 3	15.11.18	Wombeyan Caves Road Upgrade	\$ 100,000	\$ -	\$ 2,500,000	\$ 2,500,000	\$ 5,028,000	Detailed design completed
Growing Local Economies Fund	05.07.18			\$ -	\$ 2,428,000	\$ 2,428,000		
Drought Communities Programme	21.01.20	Peelwood Bridge Replacement	\$ 731,016	\$ -	\$ 1,000,000	\$ 1,731,016	\$ 1,731,016	Planning under way
		PAMP						
Stronger Country Communities Fund (Round 2)		Active Villages Project	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	Final Report lodged
		Lights Football Action	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	Application to use left over funds lodged
		PAMP – 1 st priorities	\$ -	\$ -	\$ 356,772	\$ 356,772	\$ 356,772	Bunnaby, MacArthur, Walsh and Orchard Street pathways completed. Bigga and Binda being constructed by Council staff
Growing Local Economies Fund	05.07.18	Grabine Road Upgrade	\$ 200,000	\$ -	\$ 3,300,000	\$ 3,500,000	\$ 3,500,000	Infrastructure

Grant Projects Funded								
Grantee	Submitted	Project	Council Contrib.	Other Contribution	Amount Received	Subtotal	Project Cost	Comment/Progress
Country Passenger Transport Infrastructure Grant EOI	26.02.18	Taralga, Bigga and Binda Bus Stops	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	Taralga to be installed - discussing placement
Bridges Renewal (Round 3)	15.05.17	Kiamma Creek Bridge Upgrade	\$ 81,260	\$ -	\$ 450,000	\$ 531,260	\$ 1,062,490	Project close to completion
Fixing Country Roads 2015	02.05.16			\$ -	\$ 531,230	\$ 531,230		
Bridges Renewal (Round 4)	05.02.19	Crookwell River Bridge - Woodville Road	\$ 294,861	\$ -	\$ 294,860	\$ 589,721	\$ 589,721	Diamond Creek Bridge construction expected to commence end of June. Crookwell River Bridge will be completed by end of June.
		Diamond Creek Bridge - Kangaloolah Road	\$ 561,007	\$ -	\$ 560,000	\$ 1,121,007	\$ 1,121,007	

Kiamma Creek Bridge



Information Only - 21 May 2020

ITEM 10.7 Action Summary - Council Decisions

FILE REFERENCE I20/187

AUTHOR General Manager

ISSUE

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

RECOMMENDATION That -

1. Council receive and note the report as information.

BACKGROUND

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

REPORT

Summary sheet from the:-

Council Meeting: 16 August 2018

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

378/18	That Council include the following items to be costed for consideration of funding in the 2019/2020 Operational Plan or for grant application for: a) A roof over the new and old change rooms; b) The old change rooms to be renovated for a useful purpose as determined by the s355 Pool Review Committee; and	GM	Consultant engaged to prepare a design for the heated swimming pool concept. A report is to be provided to the Pool Review Committee. The scope of works includes the consideration of the
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	c) The old change rooms be fitted out for that purpose.		upgrade to the change rooms.
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Council Meeting: 20 June 2019

137/19	Council request the Minister of Local Government and the Office of Local Government grant an exemption for all the Councillors in relation to Pecuniary Interests under the Code of Conduct to deal with amendments and all matters associated with the Upper Lachlan Local Environmental Plan (LEP).	DEP	Individual Councillors to make a decision in relation to Pecuniary Interest.
143/19	Council considers the location of the Crookwell Works Depot at a future Council meeting following the matter being considered by the Building Review Committee. Council ensure that the proper processes have been undertaken in compliance with the Local Government Act 1993 and the Environment and Planning Assessment Act 1979 to reclassify the Community Land to Operational Land.	GM	Report to be provided to a future Council Meeting after the compulsory acquisition of land.
149/19	1. That the EDTF recommends with the objective of moving Council from a net energy user to a net energy exporter that the Department of Infrastructure and Environment and Planning prepare a report as to the path forward to prepare business cases for street lighting, all waste management and energy generation. 3. That the EDTF recommends the Department of Infrastructure and Environment and Planning prepare a recommendation in the next year 2019/20, detailing urban sustainability initiatives for on-site sewer systems in small villages and provide alternatives to specific tank disposal. 4. That the EDTF recommends the Department of Infrastructure and Environment and Planning investigate the opportunity for solar powered cabins at the existing caravan park or alternate locations in Crookwell in conjunction with the Housing Strategy.	DOI/DEP	Report items 1, 3 and 4 were reported to EDTF Committee Meeting on 5 August 2019. All 3 report items will be addressed in the future review of the LEP.

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

153/19	That the Streetscape Committee recommends to Council to purchase the models or types of seats (CPS18-TI-AR), bins (ABEH240-TI) and noticeboards (2PUN122-SM-NB) so that detailed engineering design can be completed and installation progress without further delay.	DOI	Procurement of equipment completed. Contractor commenced in April 2020. Work to be completed by June 2020.
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Council Meeting: 19 September 2019

247/19	Council prepare a draft planning proposal under the Environmental Planning and Assessment Act 1979 for discussion with the NSW Department of Planning and Environment.	DEP	Department Planning have verbally confirmed land use planning table changes are acceptable. Advised they are now in a position to receive a planning proposal. This project will be a priority project upon adoption of LSPS and Housing Strategy.
262/19	<p>The Minutes of the Economic Development Task Force Committee meeting held 2 September 2019 be received and noted.</p> <p>Item 6.2 Review of the EDTF Charter</p> <p>That Council change the meeting composition to accommodate six (6) community representatives and the Economic Development Officer be included as the secretariat.</p> <p>Item 6.5 How important is water in the Strategic Planning of our town and villages</p> <p>That Council research and develop a water sensitive design policy for the Shire.</p> <p>Item 6.6 Collector RV Site suggestion</p> <p>That the Strategic Planning section of Council consider this proposed site in the upcoming LEP review.</p>	<p>DEP</p> <p>DEP</p> <p>DEP</p>	<p>Report to be prepared to a future EDTF Meeting.</p> <p>Issue was addressed in Draft Housing Strategy currently on exhibition until 31 May 2020.</p> <p>Issue to be addressed in land use planning proposal associated with Council Resolution No 247/19.</p>

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

270/19	1. Council enter negotiations with the two providers seeking a commercial return; 2. Council advertise an EOI based of the concept plan B7 if the commercial negotiations fail.	DOI	EOI advertised on 3 April 2020. Closing date extended to June 23 2020.
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Council Meeting: 17 October 2019

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

335/19	1. Council request an extension of time from Roads and Maritime Services to respond to the contract execution date. 2. Council accept the revised contract subject to favourable legal and professional assessment of the contract terms, prior to 29 February 2020. 3. Council delegate authority for the General Manager and Director of Infrastructure to negotiate contractual terms on Council's behalf in order to establish a viable Routine Maintenance Council Contract for Council's endorsement based on social, economic and community benefits prior to the contract termination date 29 February 2020.	DOI	Letter of extension request forwarded on 8 November 2019. RMS agreed to extension until 30 June 2020.
336/19	1. Council approve in principle the proposed concept for the unheated outdoor Crookwell swimming pool (25 metre x 10 metre) upgrade of the existing swimming pool; 2. Council approve in principle the proposed concept of a (15 metre by 6 metre) new heated indoor pool in Crookwell with the preferred location to be based on technical consideration; 3. Council endorse the demolition of the existing unused Crookwell swimming	DOI	Pool Review Committee meeting held on 28 November 2019. A Contractor has been engaged and have commenced work. This resolution addresses Council Resolution 377/18

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

	pool change rooms and minor refunctioning of used changed rooms; 4. Council allocate \$40,000 from unrestricted cash reserves to fund architectural plans, engineering plans and associated costing for the potential Crookwell upgrade of the existing outdoor swimming pool, costings for a proposed heated indoor pool and change rooms and a design that is sympathetic to the possible future inclusion of a hydrotherapy pool.		from Pool Review Committee. Council revote of funds completed.
349/19	That a report be provided to Council on the resources required to provide the Director of Environment and Planning to complete an investigation into the number of buildings in the towns and villages of the Upper Lachlan Shire that requires fire safety statements.	DEP	Report to be provided to a future 2020 Council Meeting.

Council Meeting: 19 December 2019

356/19	Council investigate installing measuring devices on standpipes and monitoring water table as a priority.	DOI	Avdata systems to be installed at Crookwell standpipe. Delays for supply due to COVID-19.
364/19	1. Council receive and note the report as information. 2. Council adds SP1 and SP2 land use zones to the current review of the draft planning proposal under the Environmental Planning and Assessment Act 1979 being discussed with the NSW Department of Planning and Environment.	DEP	Issue to be addressed in land use planning proposal associated with Council Resolution No 247/19
370/19	Council investigates a suitable location for a RV Friendly Park within the town of Crookwell that will satisfy the Caravan, Camping and Motorhome Association (CMCA) requirements and is permitted under Councils Land Use Tables.	DFA/DEP	Issue to be addressed in land use planning proposal associated with Council Resolution No 247/19
379/19	That Council review the development contributions planning framework to provide:- <ul style="list-style-type: none"> An equitable charging regime. Identification of priority infrastructure projects and locations. 	DEP	Council workshop to be scheduled in May/June 2020.

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

	<ul style="list-style-type: none"> A formula for the collection of revenue that is clear and linked to the development impact. 		
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Council Meeting: 20 February 2020

21/20	Council defer the recommendations 1 to 5 of the Water Security in ULSC report.	GM/DOI	Report to be provided to a future Council Meeting.
23/20	<ol style="list-style-type: none"> Council writes to the Roads Classification Review Panel recommending additional local roads are reclassified as Regional Roads and Upper Lachlan Shire is consulted before the implementation of the recommendation; and Council writes to the Roads Classification Review Panel recommending any regional roads to be reclassified to State Roads after review by Council. Council hold a workshop to discuss priority roads and the potential effects before any of the above communication. 	DOI	<p>Terms of Reference to be finalised by the Roads Classification Review Panel.</p> <p>Workshop to be convened on a future date prior to June 2020.</p>
27/20	<ol style="list-style-type: none"> Council agree to the request from Crookwell/Taralga Aged Care Ltd for a Deed of Option to purchase part Lot 3 DP 1112816, land area of 2,417 square metres, at Saleyards Road in Crookwell. The deed is to commence on 21 February 2020 for a two year period, for a purchase price of \$113,328.94 with addition of annual CPI increases from 2017. Council authorises the signing and execution of the Deed of Option under the Common Seal of Council by the Council Mayor and General Manager for the agreement with Crookwell/Taralga Aged Care Ltd. 	DFA/GM	Correspondence forwarded on 25 February 2020 including new Deed of Option to be executed. The Deed of Option pending response from Crookwell Taralga Aged Care.
32/20	<ol style="list-style-type: none"> Item be deferred to a future meeting after the completion of parking and traffic study so the outcome can be provided to LTC. Council install concealed driveway signs at 250 metres north of the 	DOI	Following from 243/19 the Parking and Traffic study to be undertaken Signage to be installed

	<p>driveway at 5520 Taralga Road, Curraweela;</p> <ol style="list-style-type: none"> Council approve the trimming and removal of the trees on the west side of the road reserve (south approach). Council install a disabled parking bay at the front of the Taralga Post Office, in Orchard Street Taralga, in accordance with the relevant standards. Council regrade the unsealed section on this road for better drainage and erosion control on the road surface as a part of the road grading program; Council consider additional school bus bays into the new design when this road is due for re-construction in the future. 		<p>Maintenance team to trim and remove trees</p> <p>Completed 5 May 2020</p> <p>Completed March 2020.</p> <p>To be considered by the Asset and Design team in the future</p>
39/20	<ol style="list-style-type: none"> Council accept the expression of interest from Crookwell/Taralga Aged Care Ltd for the land sale of part Lot 3 DP1112816, Laggan Road, Crookwell. The land sale price shall be in accordance with the Douglas Walker and Associates valuation report for Option B, land area of approximately 9,394 square metres. All contract costs shall be borne by the purchaser of the land. The Council Mayor and General Manager be authorised to sign and execute legal documentation associated with the land sale under the Common Seal of Council. Council and Crookwell/Taralga Aged Care Ltd agree to the establishment of a right of carriageway and/or easement (minimum 20 metres in width) through aforesaid Option B land to allow Council to retain road frontage access from Laggan Road to the remaining parcel of land (2.55 hectares less Option B land area of 9,394 square metres) in part Lot 3 DP1112816, Laggan Road, Crookwell. Upon the land sale agreement being endorsed, the General Manager authorise the preparation of all associated documents related to the land subdivision and land conveyancing 	DFA/GM	<p>Correspondence forwarded on 25 February 2020 acceptance of terms by Crookwell/ Taralga Aged Care board in April 2020. R J McCarthy co preparing contracts.</p>

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

	for Option B, part Lot 3 DP1112816 Laggan Road, Crookwell. All associated costs shall be borne by the purchaser of the land.		
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Council Meeting: 19 March 2020

49/20	<ol style="list-style-type: none">1. Council place the attached Draft Private Works and Plant Hire Policy on public display for at least 28 days.2. Council adopt the Policy if no submissions are received within the advertisement period.	DOI	Policy placed on public exhibition 7 April 2020.
59/20	<ol style="list-style-type: none">1. Council purchase one Cat CS56B Smooth Drum Roller from Westrac for the sum of \$176,201.08 (EXT GST).2. Council sell existing Roller (Plant 575) through Pickles Auctions providing best value for money.	DOI	Order placed for Roller purchase.

Council Meeting: 16 April 2020

65/20	The Council place the draft housing strategy on public exhibition for a minimum of 28 days.	DEP	Draft housing strategy on public exhibition 1 May – 31 May 2020
67/20	Council advertise the Local Strategic Planning Statement at the same time as the Housing Strategy and notify our strategic stakeholders for 28 days.	DEP	Draft Local Strategic Planning Statement on public exhibition 1 May – 31 May 2020
71/20	<ol style="list-style-type: none">1. Council, in accordance Sections 403-406, of the Local Government Act 1993, and Sections 8A-8C, of the Local Government Act 1993, and requirements of the Local Government Amendment (Governance and Planning) Act 2016, place on public exhibition the following suite of draft plans:-<ul style="list-style-type: none">• Delivery Program 2020/2021 – 2023/2024;• Operational Plan 2020/2021;• Resource Strategy documents including:-	DFA	Plans placed on public exhibition on the 27 April 2020

	<ul style="list-style-type: none"> - Long Term Financial Plan 2020 – 2029; - Infrastructure Plan 2020 – 2029; - Workforce Plan 2020/2021 – 2023/2024. <p>The public exhibition period commences Monday, 27 April 2020 to Thursday, 28 May 2020 inclusive, with copies of each plan available for viewing on Council's website and a link is provided to Council's Facebook Page.</p>		
73/20	<p>1. That the recommendations 3.1, 4.1 to 4.7 listed above from the Minutes from the Audit, Risk and Improvement Committee from 18 March 2020 be adopted.</p> <p>Item 4.3 Grant Thornton Australia – Internal Audit of Council Business Continuity Management System</p> <p>The Grant Thornton Australia internal audit review report for Council on Business Continuity Management System be received, the Action Plan endorsed and implemented by senior management.</p> <p>Item 4.5 2018/2019 NSW Audit Office Final Audit Management Letter</p> <p>1. The NSW Audit Office Final Management Letter on the external audit for the year ended 30 June 2019 be received and the management responses addressing the audit issues is endorsed.</p>	DFA	<p>Implementation agreed re time frames for the action plan.</p> <p>Implementation agreed re time frames for the action plan.</p>
74/20	<p>1. That Clr Searl organise a report for the next Council Meeting on the intentions of the Pumpkin Festival Committee to present to Council proper audit report for the committees financial position.</p>	GM	<p>CLR Searl to provide a verbal update for 21 May council meeting.</p>
75/20	<p>1. That Council, effective at and from the May 2020 meeting, commence Ordinary Meetings of Council at 9.00am and that Council amend the Upper Lachlan Shire Code of Meeting</p>	MO	<p>Publish an announcement in local media advising of</p>

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

	Practice, section 3.1 to provide for a 9.00am commencement of meetings and section 18.1 to 18.3 to provide for a time of conclusion of meetings at 12.00pm.		meeting time changes. Week commencing Monday 27 April 2020
78/20	1. Council approve schedule of price tender from "Veolia Environmental Services (Australia) Pty Ltd" for a two year estimated price of \$710,000 excluding GST subject to the conditions of contract are agreed.	GM	Contract forwarded to Veolia. Still in negotiation phase.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receive and note the report as information.

ATTACHMENTS

Information Only - 21 May 2020

ITEM 10.8 **Wyangala Dam Wall Raising Project Update**

FILE REFERENCE **I20/215**

AUTHOR **General Manager**

ISSUE

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

RECOMMENDATION That -

1. Council receives and notes the report as information.

BACKGROUND

In October 2019 the Prime Minister and NSW Premier announced the planning and delivery of three new or augmented dams in NSW. Included in this package was the raising of Wyangala Dam wall to improve water security and drought resilience in the Lachlan Valley.

Wyangala Dam Wall Raising is estimated to cost \$650 Million and increase storage by 53% by creating capacity for an additional 650 gigalitres. The project will involve raising the dam wall by around 10 metres, with the exact height and new full supply level to be confirmed throughout the next six to nine months as further detailed investigations, technical assessments and site inspections are undertaken.

The Wyangala Dam Wall Raising Project was identified in WaterNSW's 20-year Water Infrastructure Study and was selected due to its initial feasibility study and ability to provide the Lachlan Valley greater water security.

The project has been classified as Critical State Significant Infrastructure and it will be delivered on an accelerated timeline while still meeting all the necessary planning requirements.

REPORT

Council has requested that WaterNSW provide Council with regular updates on the status of the project.

WaterNSW fact sheets are attached for Councillors information and listed below are some key dot points relating to the project.

- Due to COVID-19, WaterNSW are changing the way they engage relying on print, radio and website to cover community updates.

Information Only**WYANGALA DAM WALL RAISING PROJECT UPDATE cont'd**

- Acknowledgement that print media has closed down so WaterNSW will be turning all information into a newsletter and completing a mail drop.
- Virtual town hall meetings in June, running parallel to this will be pre advertised radio interviews so those with limited internet access can still tune in and ask questions.
- 160 Letters have been sent to landholders regarding potential inundation.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. Council receives and notes the report as information.

ATTACHMENTS

1. ↓	Wyangala Dam Wall Raising Project Update	Attachment
2. ↓	Wyangala Dam Wall Raising Project - Key Project Milestones	Attachment
3. ↓	WNSW_Wyangala business portal advert.pdf	Attachment
4. ↓	NSW Water Landholder letter Wyangala 240320 (3)	Attachment
5. ↓	NSW Government - Minister for Water Melinda Pavey med rel - NEXT STEPS TO FAST TRACK DELIVERY OF NEW DAMS (002)	Attachment
6. ↓	Wyndgala - Water NSW Property Owners - Email from Alice Jarrett	Attachment



Wyangala Dam Wall Raising project update

Project update from WaterNSW

WaterNSW is leading the planning and project management for the Wyangala Dam Wall Raising project, to be jointly funded by the Federal and NSW State Government.

This will involve:

- Raising the embankment and downstream rockfill to add an additional 650GL of water storage
- Raising the spillway and intake towers of the dam by a nominal 10m

Despite the challenges of COVID-19, WaterNSW remains focussed on completing the preliminary assessment and planning work required for what is a critical regional project to improve future drought resilience and water security for the Lachlan Valley.

This project will also create local jobs and business activity, helping the region's economic recovery.

As part of this work, we had intended to start holding local community information sessions about the project this month.

However, given the COVID-19 restrictions on travel and group gatherings, these sessions simply cannot go ahead as we hoped.

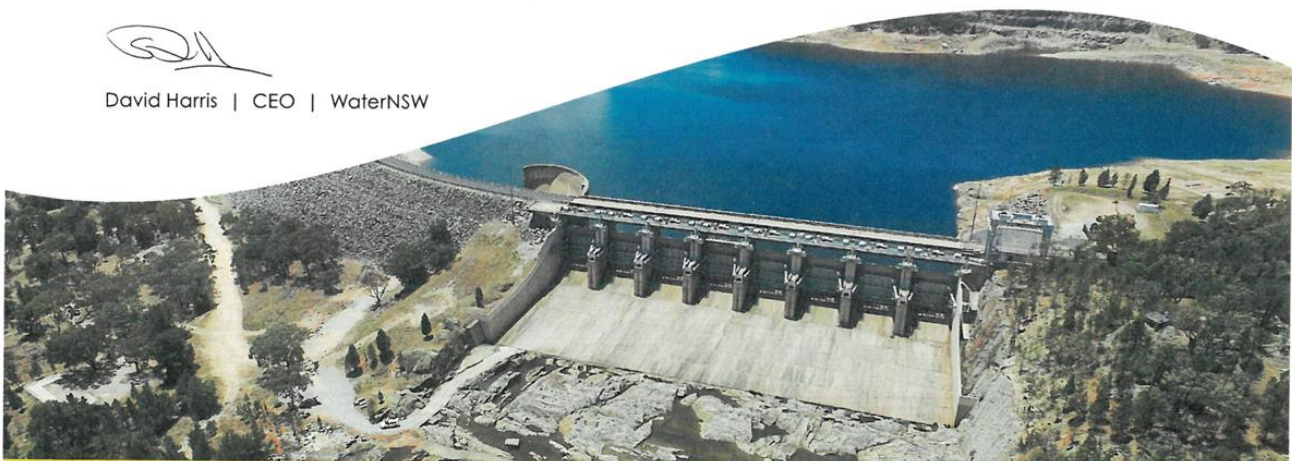
Instead, we will use other ways to keep you updated and informed.

Please keep an eye out for project information in your local newspapers, on local radio, on our website, in videos online and newsletters.

If you would like to go on our project update list please register your contact details by emailing wyangaladamproject@waternsw.com.au

A handwritten signature in black ink, appearing to read "DH".

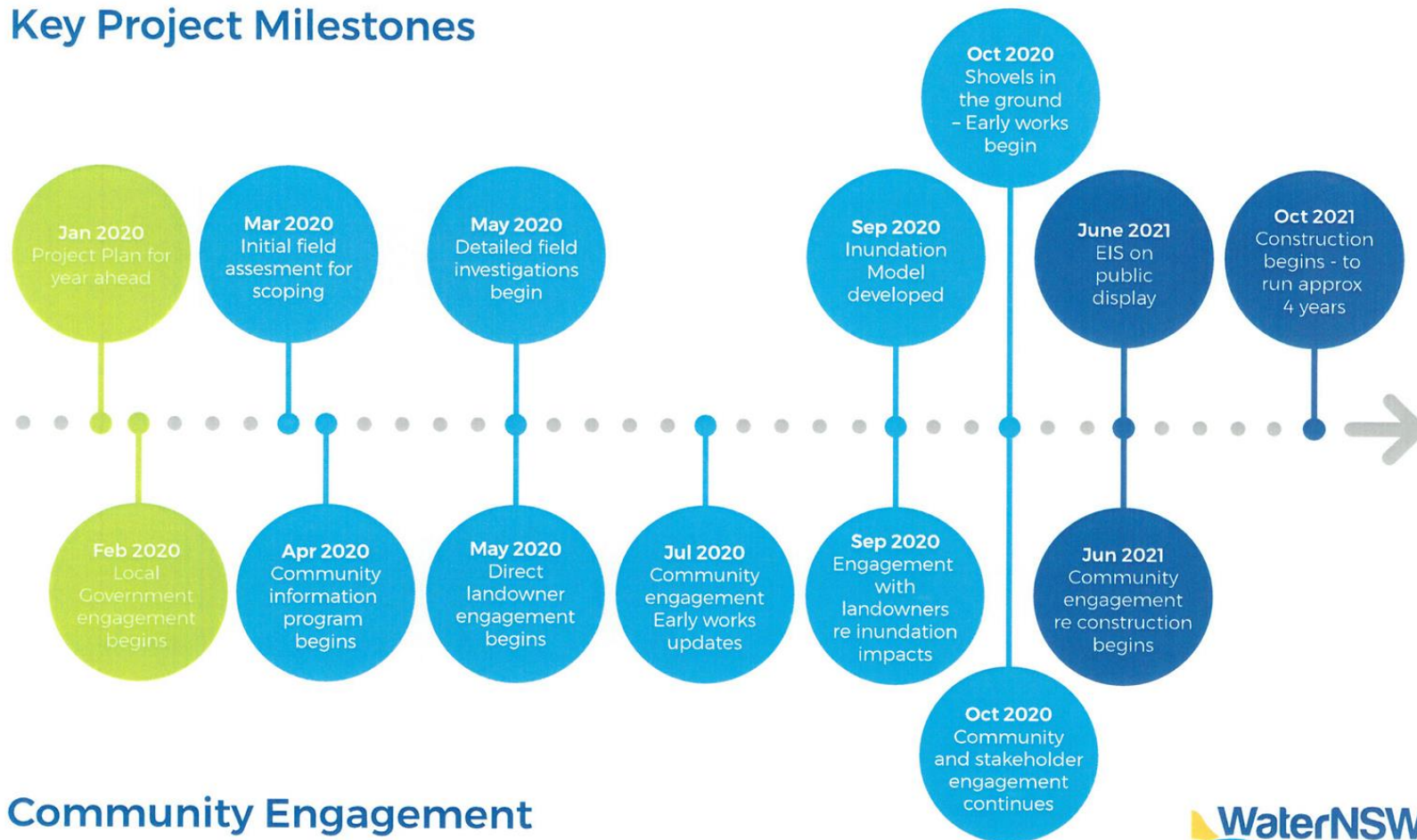
David Harris | CEO | WaterNSW



Register your contact details at
wyangaladamproject@waternsw.com.au

www.waternsw.com.au

Key Project Milestones



Community Engagement





Wyangala Dam Wall Raising project

REGISTER
YOUR
INTEREST

Local Business Registration Portal Now Open

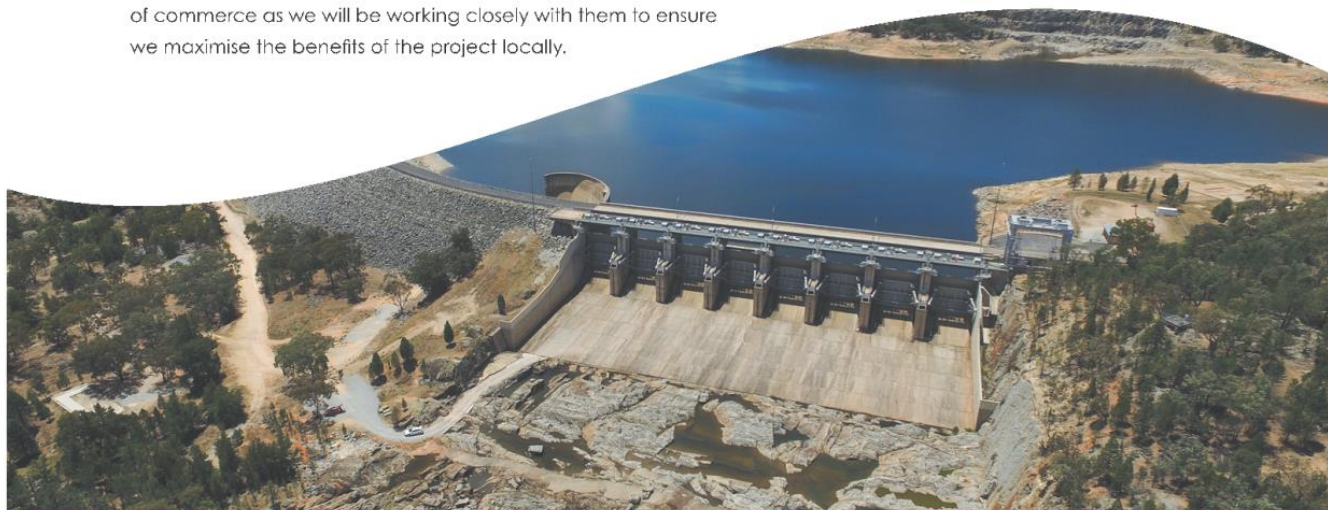
WaterNSW, the NSW and Federal Governments want to maximise the local opportunities and benefits of the \$650 million Wyangala Dam project.

WaterNSW has set up a "Register your Interest" portal on the WaterNSW website for local businesses interested in providing products and services to the Wyangala project.

If you own or operate a local business please register online at www.watarnsw.com.au/wyangalabusiness so we can share your details with our project partners, contractors and consultants. In fact WaterNSW will be selecting our future contractors on their approach and track record in engaging local businesses.

Of course, while registering your interest doesn't guarantee work or a contract, it does mean you and your firm will be placed on the project mailing list and details of project tenders and expressions of interest will be sent promptly and directly to you.

We also encourage you to work closely with your local chamber of commerce as we will be working closely with them to ensure we maximise the benefits of the project locally.



Register your interest at www.watarnsw.com.au/wyangalabusiness
Email wyangaladamproject@watarnsw.com.au



[Choose date]

[Name]
[Company]
[Address line 1]
[Address line 2]

Dear [Name],

As you may be aware, the NSW and Commonwealth Governments have committed to three major water security projects across NSW. This includes the raising of Wyangala Dam Wall, a new dam near Tamworth and investigations into a new dam on the Mole River near Tenterfield.

These projects have been classified as Critical State Significant Infrastructure (CSSI) and are designed to improve water availability and security. WaterNSW has been tasked to deliver all three of these critical infrastructure projects.

The Wyangala Dam Wall Raising project will be a \$650 Million project designed to increase the storage capacity of Wyangala Dam by 53% through creating capacity for an additional 650GL. The project will involve raising the existing dam wall by around 10 metres although the exact height will be determined over the next six months as further detailed investigations and technical assessments are completed.

I am writing to you because initial mapping of the area has shown that your property may be impacted by a rise in Wyangala Dam storage levels. While the exact impact may not be known until August or September 2020, when the detailed investigations and assessments are progressed, we are keen to engage with you at this early stage to better understand the effects of a raised water level and understand any potential impacts for your property.

Our investigations will also assess the level of impact on other private properties in the area and public infrastructure including roads and bridges. This will include assessment of potential impacts on not only assets, but also on local business and farming operations.

In the coming weeks we are looking to confirm contact details for every potentially impacted landowner in order to keep you directly updated on project planning and status, provide you a dedicated point of contact and to schedule conversations with you regarding property and business impacts. This will be supported by property visits that are scheduled to start mid year and we will be in touch again with the specific dates. You will be contacted directly by our project

WaterNSW ABN 21 147 934 787
169 Macquarie Street Parramatta NSW 2150
PO Box 398, Parramatta NSW 2124

T 1300 662 077 E Customer.Helpdesk@watnsw.com.au

watnsw.com.au



team to make the necessary arrangements and time to meet with you (or you nominee) on site to understand your property and to arrange access for the inspections.

At this point we would like to ensure we have your correct contact details and your preferred method of contact prior to organising the on-ground visits and site inspections. Please confirm your details by contacting Alice Jarrett, WaterNSW's Community Engagement Officer for the Wyangala project at alice.jarrett@watensw.com.au or by phoning 0427 346 578.

We have endeavoured to get this letter to everyone in your area based on the information available to us. If you are aware of a neighbour or friend that did not receive a letter and feel that they should have, please let us know and we can include them on our contact list. Alternatively you can ask them to make contact with the project team via wyangalaproject@watensw.com.au.

WaterNSW had intended to commence community information sessions from late April through to May 2020. However, due to the COVID-19 emergency escalating and directions to restrict travel and large group gatherings, these sessions can no longer go ahead as planned. Rather, we intend to find alternative avenues to provide project updates to the community including information and updates in local papers, radio interviews and web videos. Of course, our staff remain available to be contacted directly to discuss issues and questions.

Key Project dates include:

- February / March – Project Briefings with local councils and MPs
- March – Initial contact with landholders who may be impacted by a rise in storage levels
- April – Community Information Sessions to be run via radio, local paper and virtual technology due to COVID-19 travel and group gathering restrictions
- May to July – Landholders contacted directly to arrange and complete on-site inspections and assessments
- August – Data and feedback from onsite assessments and analysis undertaken to finalise likely inundation area.
- Sept – Final inundation modelling completed and communicated to landholders, councils and local communities
- Oct – "Shovels in the ground" start of the ancillary works related to the project.
- Mid 2021 – Final Business Case approvals and environmental approval processes
- October 2021 – Start of construction works on dam wall – this will take around 4 years to complete.

For more information or further questions please visit our website www.watensw.com.au or contact Alice Jarrett.

We understand that this project can cause uncertainty for individuals, families, businesses and communities. WaterNSW is committed to working closely with you, keeping you informed and working through the potential impacts to your property or business.

watensw.com.au



We thank you for your patience at this time and we look forward to working with you.

Yours sincerely,

Alex Fisher

Project Director

Draft

waternsw.com.au



Melinda Pavey
Minister for Water, Property and Housing

MEDIA RELEASE

Tuesday, 31 March 2020

NEXT STEPS TO FAST TRACK DELIVERY OF NEW DAMS

The NSW Government is pushing on with the planning and delivery of three priority regional dam projects to achieve 'shovels in the ground' by October 2020.

Minister for Water, Property and Housing Melinda Pavey said it's important these critical projects keep moving forward during this very challenging time.

"Local communities across NSW, now more than ever, need projects that will stimulate their economies and provide jobs in the near future to aid in the recovery following the drought and now COVID-19," Mrs Pavey said.

The raising of the Wyangala Dam wall in the Lachlan Valley, building a new Dungowan Dam and undertaking a business case for a Dam in the Mole River were announced last year in a \$1.1 billion package.

"This week we have appointed the key engineering and environmental advisors for each project at Wyangala, Dungowan and Mole River," Mrs Pavey said.

WaterNSW has engaged the following firms for each project;

- Dungowan Dam: SMEC
- Wyangala Dam wall raising: Stantec GHD Joint Venture
- Mole River Dam: SMEC

The projects have all commenced preliminary environmental investigations and concept designs, with geotechnical investigations to begin in April. Environmental planning documents for all projects have been lodged with the Department of Planning, Industry and Environment.

"We are focused on delivering these critical projects to significantly improve future drought resilience and improve water security. We expect shovels in the ground by October on these nation building projects," Mrs Pavey said.

WaterNSW will move ahead with community engagement, implementing new tools and approaches to keep the community updated and informed through local media, newsletters and online. WaterNSW staff will still be available to be contacted by the community to discuss issues and raise questions.

Media: Jessica Cole 0448 722 437

Katie Dewar

From: Alice Jarrett <Alice.Jarrett@waternsw.com.au>
Sent: Tuesday, 28 April 2020 3:39 PM
To: Tina Dodson; Andrew Croke; Upper Lachlan Shire Council
Cc: David Hogan
Subject: Meeting notes
Attachments: Copy of Wyangala property owners v0.2.xlsx

Hi all,

Thanks for your time today.
Meeting notes below.

- Due to COVID-19 we are changing the way we engage, relying on print radio and website to provide community updates
- Intention to ramp up advertising from May, acknowledging print media has closed down in a number of communities we will be turning all info into a newsletter and completing a maildrop.
- Running virtual town hall meetings in June, running parallel to this will be pre advertised radio interviews so those with limited internet access can still tune in and ask questions
- 160 letters have been sent to landholder re the potential to be inundated. To date we have heard back from 40. Would appreciate Councils assistance with any updates to our contact list that is attached.
- Stantec GHD Joint Venture have been brought on as the early work consultant, beginning onsite investigations now
- The scoping report and EPBL have been submitted to the Feds
- Letters to site owners at Wyangala Waters and Grabine Holiday Parks are currently sitting with Reflections to send out, they have had a substantial shake up to their business as a result of COVID so letters have not yet been sent out, hoping they will go this week.
- A tender has been put out to bring on a strategic Comms partner that will be embedded in the WaterNSW team and assist with communication and engagement delivery

We will schedule a standing monthly half hour brief on the project with Council.

Cheers
Alice

Alice Jarrett
Community Engagement Officer



1447 Forest Rd, Orange NSW 2800
M: 0427 346 578
alice.jarrett@waternsw.com.au
www.waternsw.com.au

11 ENVIRONMENT AND PLANNING

The following item is submitted for consideration -

11.1	Draft Companion Animal Management Plan 2020	158
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Environment and Planning - 21 May 2020

ITEM 11.1 **Draft Companion Animal Management Plan 2020**

FILE REFERENCE **I20/189**

AUTHOR **Director of Environment and Planning**

ISSUE

The Draft Companion Animals Management Plan 2020 is total rewrite of the existing Local Companion Animals Management Plan 2013 due to amendments in the *Companion Animals Act 1998* and the *Companion Animals Regulation 2018*.

RECOMMENDATION That -

1. The Draft Companion Animal Management Plan 2020 be placed on public exhibition for a minimum period of 28 days.

BACKGROUND

The Draft Companion Animal Management Plan 2020 (the Plan) provides the framework for the provision of effective animal management and procedural functions in accordance with the *Companion Animals Act 1998* (the Act) and the *Companion Animals Regulation 2018*.

REPORT

The Act and the Regulations is the legislation that gives effect to the way local authorities manage dogs and cats. The principle object of the Act is to provide for the effective and responsible care and management of companion animals.

The main items relevant to the Draft Companion Animal Management Plan are to:

- Acknowledge the duties and responsibilities for the management of domestic dogs and cat animal issues in the Upper Lachlan Shire.
- Ensure that Council meets its responsibilities under the *Companion Animals Act 1998* and *Companion Animal Regulation 2018*.
- Achieve a balance between the needs of pet owners and non-pet owners.
- Provide pet owners with support, education, regulation and facilities to accommodate their pets within the broader community and environment.

This Draft Companion Animal Management Plan 2020 is a total rewrite of the existing Local Companion Animals Management Plan 2013, therefore the existing plan has not been provided as an attachment.

It is proposed that the Draft Companion Animal Management Plan 2020 be placed on public exhibition for a minimum period of 28 days and a further report following public exhibition be placed before Council.

POLICY IMPACT

Replacement of the Local Companion Animals Management Plan 2013.

OPTIONS

Nil


FINANCIAL IMPACT OF RECOMMENDATIONS

Nil

RECOMMENDATION That -

1. The Draft Companion Animal Management Plan 2020 be placed on public exhibition for a minimum period of 28 days.

ATTACHMENTS

1. 	DRAFT Companion Animal Management Plan 2020	Attachment
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Companion Animal Management Plan 2020



Adopted: XX/XX/XX

Resolution No: XX/XX

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INTRODUCTION

The Companion Animal Management Plan provides the framework for the provision of an effective animal management service and procedural functions under *the Companion Animals Act 1998* (the Act).

The Act and the Companion Animals Regulation is the legislation that gives effect to the way local authorities manage dogs and cats. The principle object of the Act is to provide for the effective and responsible care and management of companion animals.

The term Companion Animal refers to all dogs and cats and any other animal that is prescribed by the regulations as a companion animal.

The main items relevant to the Companion Animal Management Plan are to:

1. Acknowledge general duties and responsibilities for the management of domestic dogs and cat animal issues in Upper Lachlan Shire.
2. Ensure that Council meets its responsibilities under the *Companion Animals Act 1998* and *Companion Animal Regulation 2008*.
3. Achieve a balance between the needs of pet owners and non-pet owners.
4. Provide pet owners with support, education, regulation and facilities to accommodate their pets within the broader community and environment.

1. STATEMENT AND OBJECTIVES

1.1 Statement

To balance community amenity, animal welfare and environmental preservation while promoting the benefits of responsible pet ownership alongside effective companion animal management.

1.2 OBJECTIVES

Council's main objectives include:

1. Encouraging residents and visitors to property care for all companion animals.
2. Encouraging companion animal owners to provide appropriate physical and mental challenges for their animals, to improve animal welfare without effecting the comfort of others.
3. Identify and prioritise companion animal management issues particularly in managing dangerous, nuisance, restricted type dog breeds and cat behaviour.
4. Encouraging the permanent microchip identification and lifetime registration of all companion animals, including dogs classified as 'working dogs'
5. Provide care and animal pound facilities that comply with the requirements of the Prevention of Cruelty to Animals Act 1979 and the requirements of New South Wales Department of Primary Industries.
6. Minimise the number of unwanted animals that are euthanased.
7. Provide adequate off leash areas for dogs exercise throughout the Shire that are safe as possible for dogs and humans.

The statement and objective of the Plan are detailed under four key performance areas:

1. Animal matters
2. Community matters
3. Environmental matters
4. Monitoring and review

2. COMPANION ANIMALS

2.1 PERMANENT IDENTIFICATION AND REGISTRATION

Permanent identification otherwise known as microchipping is a method that involves a small microchip being inserted by an authorised implanter into either the dog or cat. Both registration and permanent identification is requirement of law. This assists in the return of seized animals to their owner at the earliest opportunity.

The *Companion Animals Act 1998* requires the owner to:

- Permanently identify their cat and or dog from the age of 12 weeks of age or at the time in which the animal is sold or given away prior to the age of 12 weeks.
- Register their cat and or dog from the age of 6 months or upon sale of the dog and or cat by the age of 6 months (if sold prior to 12 weeks of age); and
- Advise any Council within the state of New South Wales or the NSW Pet Registry when there is a change in either the identification or registration information for the animal or the animal has been missing for more than 72 hours and in the event the animal is deceased.

The NSW Pet Registry is maintained by the NSW Government and accessible via online. All existing Companion Animals that were recorded on the Companion Animals Registry are available via the Registry.

The intent of the Registry is to provide Councils and other authorised persons relevant information regarding a Companion Animal to ensure it is returned to its lawful owner.

In addition to the access made available to Councils the Registry enables Companion Animal owners to:

- Update their contact details such as a telephone number or address.
- Transfer ownership of a Companion Animal.
- Report a Companion Animal missing or deceased
- Pay most lifetime registration fees online.

Exemptions

Companion Animals generally exempt from Registration under the Act unless release from a pound are:

- Working dogs
- Greyhound racing dogs
- Assistance animals.

Benefits

- Lost animals can be identified and reunited with their owner reducing stress on both the animal and owner alike.
- Expedites the return of the animal with their owners and reduces the potential to extended confinement of the animal, associated costs of collection, kennelling and the potential of euthanasia of the animal.
- The legal owner of the animal is able to be established easier in the event the animal is alleged to have been in contravention of the Act.
- Provides the opportunity for Council to educate and or take enforcement action where necessary.

Goals

- Encouragement of microchipping and lifetime registration of all dogs and cats in the Upper Lachlan Shire Council.
- Improve rehoming rates for lost and or stray dogs or cats.

2.2 COMPANION ANIMALS HOLDING FACILITY

The Companion Animals Holding facility (**the pound**) is managed by Council and is located adjacent to Sewage treatment works on McIntosh Road Crookwell.

The pound is consists of a 3 sided steel structure with a concrete floor and is able to house three dogs at any one time. It is envisioned Council will take the required measures to establish and maintain all requirements as per NSW Department of Primary Industries, Prevention of Cruelty to Animals Act 1979 and the expectations of the community.

2.3 SEIZURE AND IMPOUNDING

Where a Companion Animal has been seized by Council or a member of the community all reasonable attempts to establish contact with the owner will be take place. In circumstances where the owner is not able to be identified the animal will be housed at the pound in accordance with the Act.

The Act provides that an identified Companion Animal should be held for a period of no less than 14 days, where as a non-identified animal should be kept for a period no less than 7 days unless claimed by its owner prior to the expiry of the required time period.

At the expiration of the prescribed periods any unclaimed animal may be sold, adopted or euthanased.

2.4 RELEASE OF COMPANION ANIMAL

Where a Companion Animal is being held by Council, Council may charge the owner upon collection of the animal for expenses such as; accommodation, sustenance, veterinary services. Companion Animal/s not permanently identified or registered as required by the Act, must be done so prior to the animal's release including Working, Assistance and Racing Greyhounds.

Goals

- Facilitate the prompt return of a seized Companion Animal to its owner and reduce to number of animals that need to be housed at the pound.
- Establish and maintain broaden links with professional bodies such as Animal Welfare League, RSPCA, NSW Police and Veterinary practices to promptly manage incidents, health issues, and increase the rehousing of animals.
- Minimise the number of animal's euthanased.

2.5 ANIMAL WELFARE AND RESPONSIBLE PET OWNERSHIP

The health and social benefits of owning pets are well understood. With pet ownership comes with responsibility to manage the welfare of animals. Both the owner and person in charge of an animal has an obligation to take reasonable care of the animal and to prevent any adverse impacts on the community from improper or negligent control.

Potential problems may be addressed by:

- Attending to pet health and welfare including exercise, training and socialising as appropriate to the breed and age of the animal.
- Ensuring dogs are confined to the perimeter of the property it is ordinary kept at or the property in which it is visiting.
- Minimising any adverse effects towards neighbours, such as excessive barking.

- Complying with relevant legislation, in particular leashed dogs, removal of faeces from public places and maintaining dog under effective control.

3. COMMUNITY

Conflict between people, dogs and cats are increasing due to population growth and the tolerance levels of community members lessening towards one and other. This is more prevalent in urban areas as the proximity to neighbouring properties are reduced in comparison to large rural holdings. Frequent issues experienced include barking, roaming dogs / cats, animal numbers, straying animals and dog attacks on both humans and livestock.

3.1 PUBLIC SAFETY

Members of the community and their visitors should be able to move freely throughout public areas without loss of amenity due to dogs and cats not being under effective control and furthermore dog owners have access to a suitable off leash area for their pets.

Dogs and cats are important companions to their owners and the rights of owners to enter public places with their pets needs to be protected. It is equally important that the general rights to enjoy community and open spaces, free of dog and cat nuisances and are enforced.

It is essential that owners keep their pets under effective control when they exercise their rights to enter the public domain and immediately pick up and dispose of faeces in an appropriate manner.

Straying Dogs

Section 13 of the Act requires all dogs to be restrained at all times unless the dog is involved in the droving of stock, within the boundaries of a property which the animal has lawful access to or is within the confines of an area declared to be an “off leash” by the council.

Council continues to receive a complaints of straying dog with an increase in the warmer months such as Spring or Summer. It is essential that Council in the interest of public education and safety enforces the requirements of the Act. It is envisioned that by doing so will reduce the potential of attacks according on both livestock and humans as dogs that are confined or under effective control are less likely to contravene the Act.

Further information may be found under the heading of “Secure confinement and environmental enrichment”.

Dog Attacks

Dog Attacks in the Upper Lachlan Shire generally relate to attacks on livestock such as grazing sheep, however due to the increasing growth in the population Council and NSW Police continue to receive complaints regarding dog attacks involving humans predominately through the warmer seasons such as Spring and Summer.

Offences relating to dog attacks are broadly defined under the Act. The Act defines an attack to occur if a dog rushes at, bites, harasses or chases any person or animal (other than vermin), whether or not injury is caused. There are significant penalties associated with dog attack incidents clearly reflective of broader community concern across NSW.

It is important to understand that if a dog is provoked by teasing, is mistreated or attacked, or as a result of the person or animal trespassing on the property on which the dog was being kept, or as a result of the dog acting in the reasonable defence of a person or persons property.

All confirmed dog attacks will be reported to the Office of Local Government within 72 hours as prescribed.

Dangerous / Menacing / Restricted Dogs

The Act (Part 5) includes provisions that impose stringent controls on dogs that pose a threat to the safety of humans and other animals through attacks or menacing behaviours. Where it is brought to the attention of Council that a dangerous / restricted or menacing dog is within the community, Council will undertake enquires in accordance with the law to substantiate those claims. Where it is determined that a dog should be classified as dangerous, restricted or menacing, Council will communicate any requirements that the owner of such dog is to comply with including any appeal mechanisms available to them.

In the interest of public safety, Council will enforce in accordance with law any conditions set out by the Act or Regulation concerning declared dangerous, restricted or menacing dogs.

There are significant penalties for owners of dogs declared as dangerous, restricted or menacing for breaches of the Act.

Hunting Dogs

Dogs identified for the use of hunting will be dealt with as per the requirements of the Act. Abandoned or lost hunting dog/s cause considerable risk to livestock and have been known to cause expense to stock owners where dogs have attacked or killed livestock. Whilst Council does not have a position of the use of dogs in the course of hunting, it does require owners or person/s in charge of the animal to comply with the requirements of the Act. Council takes a proactive approach in educating and enforcing the Act in relation to the use of dogs when hunting. This includes liaison with NSW Police where enforcement actions are required.

Education

Councils Ranger engages with various community members on a regular bases covering topics such as, legislation, general animal husbandry and personal responsibilities of pet ownership. In addition to this Council provides press releases that are distributed throughout social media and local newspapers.

Information surrounding Companion Animals will also focus on:

- Appropriate per selection. Problems that can be avoided by selecting the type of animal, breed, and sex to suit the owner's lifestyle and circumstances.
- Basic health and welfare principles. Regular exercise, proper nutrition, water and shelter are crucial to the maintenance of animal health. Health care practices, such as worming and vet check-ups must be maintained.
- Permanent identification (microchipping) and registration.

Secure confinement & Environment Enrichment

Confining an animal reduces its risk of causing harm. For example almost all dog attack incidents are as a consequence of a dog having escaped its owner's property. In addition, effective confinement reduces the risk of the animal suffering serious harm or death by misadventure (e.g struck by vehicle). While for dogs there is a legal requirement for confinement, there is the consideration of combating the boredom and frustrations that animals may feel while their owner is absent.

Environmental enrichment is the inclusion of cognitive, dietary, physical, sensory and social stimuli to relieve boredom and frustration. If an animal is kept busy, it is less frustrated, less reactive and less of a potential nuisance (barking, roaming and attacking).

Socialisation & Training

Early socialisation and training of animals is important to allow exposure to different stimuli in the local environment (children/elderly people, other animals, noise, movement etc.) Dog training is encouraged to ensure that owners have control of their pets in public or private places.

Goals

- To improve community awareness of the importance of safety around animals.
- To encourage further education regarding responsible pet ownership.
- Improve community awareness of the value of microchipping and registration.
- To promote the de-sexing of animals.
- To encourage animal owners to provide mental and physical challenges for their animals improving the welfare of their animals and reducing negative impacts on the community.

Dog Exercise Areas

There are a number of locations where the Act (sections 13 & 30) prohibit cats and dogs including:

- In or within 10 meters of a children's play area
- Food preparation or consumption areas (unless it is in a public thoroughfare such as a road, footpath or pathway)
- Recreation and public bathing area where dogs are declared to be prohibited
- School grounds and childcare centres (unless with the permission of the controlling school/centre)
- Shopping centres(unless secured in a vehicle, with the permission of the person controlling the place or going to or from a Veterinary practice or pet shop)
- Wildlife protection area.

Dogs and cats are prohibited in all National Parks and from some recreational areas such as sporting fields or other public places.

Council is required to provide at least 1 off leash area, however people using these facilities must have control of their animals, e.g. the animal must be able to respond on command. Currently Council has designated 2 off leash areas in the shire. All the areas are accessible 24 hours per day.

The areas are as follows:

- Willis Reserve, Hay Street Crookwell (Annexure 2)
- Endeavour Park (excluding main oval), Nelanglo Street Gunning. (Annexure 3)

Goals

- To promote and provide opportunities for dogs to socialise with other dogs and humans
- Increase exercise opportunities for the benefit and health of dogs and dog owners.
- Increase the awareness of dog training and keeping dogs under effective control.
- To monitor dangerous, restricted any menacing dogs throughout the Upper Lachlan Shire.

3.2 ENFORCEMENT

Council has an active role in ensuring animal owners comply with the Act. Council's Ranger values the opportunity to engage and educate companion animal owners in relation to their responsibility as pet owners. Council resources are prioritised by severity, especially in cases of public safety e.g. aggressive dog behaviour and dog attacks.

Whilst education and voluntary compliance is a high priority, some things should be taken as common practice. These should include, microchipping and registering your dog or cat, walking your dog on a leash when in a public area that is an off-leash area and not letting your dog stray. Failure to comply with these basic requirements will result in the high probability of a penalty infringement notice/s being issued.

The community is consistently reminded through various forms of communication including social media, word of mouth and press releases of these basic laws surrounding pet ownership and responsibility that comes with the honour of owning a pet.

Goals

- To promote the responsibilities of being an owner of a companion animal.
- To promote and enforce appropriate usage of dog exercise areas and responsible pet ownership.
- To maintain links with professional animal industries and to organise activities

4. ENVIRONMENT

4.1 NOISE

The predominant form of noise complaints relating to companion animals is from barking dogs. While all dogs bark, it is those dogs that excessively bark that require management. Barking dogs account for a large percentage of noise complaints received by Council.

Barking dogs are a significant community problem and dog owners are responsible for ensuring that their dog does not create a nuisance by barking. However, an animal barking may be due to: territorial behaviour, boredom, separation anxiety, illness, visual stimuli or teasing.

The noise of cats fighting during the night is reported less frequently but is still a limited source of complaints. Confining cats inside their residence at night to prevent cat fights, noise roaming and hunting is recommended.

Noise complaints if not addressed by owners of animals can be dealt with by Council through the declaration of an animal nuisance order. Under the *Protection of the Environment Operations Act 1997* (for more serious matters) or the *Companion Animals Act 1998*, penalties may be issued for non-compliance.

Council will investigate any animal noise complaint after the complainant has made efforts to speak with the owner/s of the alleged offending animal or sought mediation through the Community Justice Centre. This approach of seeking mediation between the affected parties reduces the requirement of formal regulatory intervention by Council and dramatically reduces vexatious complaints being made where a neighbour dispute is occurring.

Goals

- To educate the community in an endeavour to reduce incidents of nuisance barking.
- To raise awareness of the strategies to reduce dog and cat noise pollution.
- To address community dog and cat noise complaints

- To encourage improvement to neighbourhood relationships

5. MONITORING AND REVIEW

Ongoing monitoring and review of animal management is required. This will ensure strategies and focus will remain relevant, sustainable and in-line with statutory obligations and community expectations.

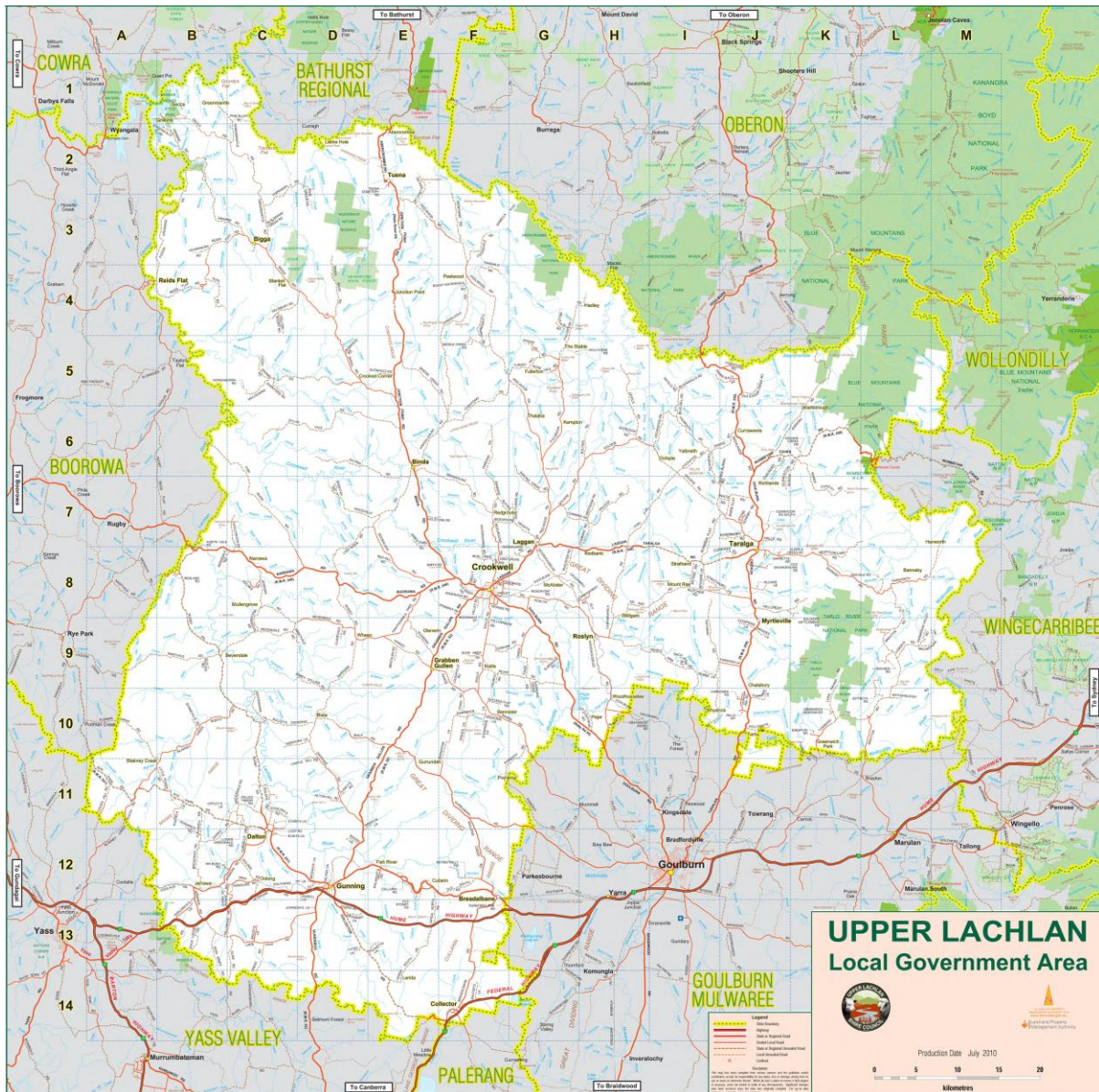
Goals

- To analyse to indicate performance and consider alternative or future strategies
- To seek feedback, via customer service surveys, from customers animal owners
- To network with other local government areas and animal welfare organisations.

6. ANNEXURES

Annexure 1	Map of Upper Lachlan Local Government Area
Annexure 2	Dog 'off leash' area, Willis Reserve, Hay Street Crookwell
Annexure 3	Dog 'off leash' area, Endeavour Park (excluding main oval), Nelanglo Street Gunning

Annexure 1 – Map of Upper Lachlan Shire Local Government Area.



Annexure 2 – Aerial photograph of ‘Off leash’ area, Willis Reserve Hay Street Crookwell



Annexure 3 – Aerial photograph of “Off leash area, Endeavour Park (excluding oval) Nelanglo Street Gunning



12 INFRASTRUCTURE DEPARTMENT

The following items are submitted for consideration -

12.1	Road Closure Application under the Roads Act on Junction Point Road, Tuena	174
12.2	Adopting Councils Infrastructure Assets Naming Policy	182
12.3	Adopt Private Works and Plant Hire Policy	190

Infrastructure Department - 21 May 2020

ITEM 12.1 **Road Closure Application under the Roads Act on Junction Point Road, Tuena**

FILE REFERENCE **I20/184**

AUTHOR **Design Engineer**

ISSUE

Request to Close a Public Road (a section of the old road alignment) as a part of the road construction improvements of Main Road MR54 Junction Point Road, Tuena.

RECOMMENDATION That -

Council authorise the closure of the disused section of Junction Point Road, Tuena as a Public road pursuant to Division 3 - Closing of Council roads by Council of the Roads Act 1993 and noting the road proposed for closure is identified as Lots 1 and 2 on DP 1261378.

BACKGROUND

As part of the Junction Point Road, Tuena, improvements five years ago, a disused section of the Junction Point Road reserve on MR54 Segment 518 will be closed and offered as compensation to the adjacent owners Messrs A. & B. & S.A. Parsons. The disused section of road is not required for public use and is not required to provide continuity for the existing road network.

Council previously resolved in Council Minutes dated 16 May 2019 (Resolution 116/19) referred to Lot 1 only. A further resolution is required in order to close Lot 2 as Closed Public Road.

REPORT

Council has received correspondence from Robert J McCarthy and Co in Attachment 1 relating to this road closure application. As the road authority Council can authorise the closure of sections of road pursuant to Division 3 – Closing of Council Public Roads in accordance with the Roads Act 1993.

Attachment 2 is a copy of the plan (Lot 1 and 2) DP1261378 comprising part junction Point Road Tuena Parish of Meglo County of Georgiana

POLICY IMPACT

The recommendations are consistent with Council's Land Acquisitions Policy.

Infrastructure Department

ROAD CLOSURE APPLICATION UNDER THE ROADS ACT ON JUNCTION POINT ROAD, TUENA cont'd

OPTIONS

Council to accept the recommendation and authorise the road closure be registered by Government Gazette.



FINANCIAL IMPACT OF RECOMMENDATIONS

Compensation has been paid to the affected landowners in accordance with Council's policy.

RECOMMENDATION That -

Council authorise the closure of the disused section of Junction Point Road, Tuena as a Public road pursuant to Division 3 - Closing of Council roads by Council of the Roads Act 1993 and noting the road proposed for closure is identified as Lots 1 and 2 on DP 1261378.

ATTACHMENTS

1. 	Correspondence from Robert J McCarthy & Co	Attachment
2. 	DP 1261378	Attachment

Robert J McCarthy & Co.

Solicitors

McCarthy Lawyers Pty Ltd
ABN: 52 612 991 821

88-90 Goulburn Street, Crookwell
PO Box 6 Crookwell NSW 2583

Telephone : (02) 48321055
Fax : (02) 48322194
Email: mail@rjmac.com.au

PRINCIPALS
Tim McCarthy B Com LLB
Dominic McCarthy LLB

Our Ref: TM:EH:10777
31 March 2020

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

Dear Sir

**RE: - Road Closure Application under Roads Act-
Property: Junction Point Rd, Tuena**

We refer to Council's letter of 28 May, 2019 (Your Ref:F14/13).

We advise that the Plan has now been registered as a Road Closure Plan. We enclose a copy of such Plan.

Upon inspection of the Plan, and inspection of Council's Minutes dated 16 May, 2019 (Resolution 116/19), we note that such Resolution merely refers to Lot 1.

Our files indicate that the intention of Council is that Lots 1 and 2 are proposed to be closed as Public roads. Accordingly, we feel that it is necessary for Council to pass a further Resolution to the following effect:-

Council authorise the closure of the disused section of Junction Point Road, Tuena as a Public road pursuant to Division 3 – Closing of Council roads by Council of the Roads Act 1993 and noting the road proposed for closure is identified as Lots 1 and 2 on DP 1261378.

We request that the above Resolution be placed before Council in order that we can attend to the formal closing by Government Gazette.

It is noted that the land was identified as Lots 1 and 2 on all correspondence to adjacent land owners and notifiable authorities including the Department of Planning, Industry & Environment – Crown Lands.

We enclose a copy of the proposed advertisement we will place in the Government Gazette once approved by Council.

Should you have any enquiries, please do not hesitate to contact the Writer.

Yours faithfully
ROBERT J MCCARTHY & CO


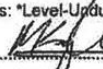
Timothy McCarthy
Enc



Liability limited by a scheme approved under Professional Standards Legislation. Legal practitioners employed by McCarthy Lawyers Pty Ltd are members of the scheme

Req:R870010 /Doc:DP 1261378 P /Rev:27-Mar-2020 /NSW LRS /Pgs:ALL /Prt:30-Mar-2020 14:56 /Seq:2 of 3
 © Office of the Registrar-General /Src:INFOTRACK /Ref:10777

ePlan

PLAN FORM 6 (2017)		DEPOSITED PLAN ADMINISTRATION SHEET		Sheet 1 of 2 Sheet(s)	
Registered:  27.03.2020		Office Use Only		Office Use Only	
Title System: TORRENS		DP1261378			
PLAN FOR TITLE CREATION AND ROAD CLOSING UNDER THE ROADS ACT 1993 OF LAND WITHIN GOV. GAZETTE DATED 1.9.1893 FOLIO 6932		LGA: UPPER LACHLAN Locality: TUENA Parish: MEGLO County: GEORGIANA			
Survey Certificate I, Michael Joseph Kadziela of LandTeam, 36 Montague Street, Goulburn NSW 2580 Ph: (02) 4821 1033 Email: goulburn@landteam.com.au a surveyor registered under the Surveying and Spatial Information Act 2002, certify that: (a) The land shown in the plan was surveyed in accordance with the Surveying and Spatial Information Regulation 2017, is accurate and the survey was completed on: (b) The part of the land shown in the plan (being / excluding) was surveyed in accordance with the Surveying and Spatial Information Regulation 2017, the part surveyed is accurate and the survey was completed on: (c) The land shown in this plan was compiled in accordance with the Surveying and Spatial Information Regulation 2017. Datum Line: N/A (COMPILED FROM DP 1223538) Type: *Urban/*Rural The terrain is: *Level/Undulating / *Steep/Mountainous. Signature:  Dated: 11/12/2017 Surveyor Identification No: 8530 Surveyor registered under the Surveying and Spatial Information Act 2002 * Strike through if inapplicable. ** Specify the land actually surveyed or specify any land shown in the plan that is not the subject of the survey.		Subdivision Certificate I, (Authorised Officer) in approving this plan certify that all necessary approvals in regard to the allocation of the land shown herein have been given. Signature: Date: File Number: Office: *Authorised Person/*General Manager/*Accredited Certifier, certify that the provisions of s.109J of the Environmental Planning and Assessment Act 1979 have been satisfied in relation to the proposed subdivision, new road or reserve set out herein. Signature: Accreditation Number: Consent Authority: Date of Endorsement: Subdivision Certificate Number: File Number: * Strike through if inapplicable			
Plans used in the preparation of survey/compilation DP 1223538		Statements of intention to dedicate public roads, create public reserves and drainage reserves, acquire/resume land. IT IS INTENDED TO CLOSE THE PARTS OF JUNCTION POINT ROAD SHOWN AS LOT 1 AND LOT 2 IN THE PLAN PURSUANT TO s.23G(b) CONVEYANCING ACT 1919 THIS PLAN IS EXEMPT FROM REQUIRING A SUBDIVISION CERTIFICATE			
Surveyor's Reference: 208846E 2017M7100(1618)Comp		Signatures, Seals and Section 88B Statements should appear on PLAN FORM 8A			

Version: A 11/12/2017

Req:R870010 /Doc:DP 1261378 P /Rev:27-Mar-2020 /NSW LRS /Pgs:ALL /Prt:30-Mar-2020 14:56 /Seq:3 of 3
 © Office of the Registrar-General /Src:INFOTRACK /Ref:10777

ePlan

PLAN FORM 6 (2017)	DEPOSITED PLAN ADMINISTRATION SHEET	Sheet 2 of 2 Sheet(s)
Registered: 27.03.2020	Office Use Only	Office Use Only
PLAN FOR FIRST TITLE CREATION AND ROAD CLOSURE UNDER THE ROADS ACT 1993 OF LAND WITHIN GOV. GAZETTE DATED 1.9.1893 FOLIO 6932		<h1 style="margin: 0;">DP1261378</h1>
Subdivision Certificate No: Date of Endorsement:		This sheet is for the provision of the following information as required: • A schedule of lots and addresses - See 60(c) SSI Regulation 2017 • Statements of intention to create and release affecting interests in accordance with section 88B Conveyancing Act 1919 • Signatures and seals - see 195D Conveyancing Act 1919 • Any information which cannot fit in the appropriate panel of sheet 1 of the administration sheets.
<p>SIGNED BY COUNCIL'S AUTHORISED DELEGATES UNDER SECTION 377 OF THE LOCAL GOVERNMENT ACT 1993</p> <p>SIGNATURE: </p> <p>FULL NAME: TINA MAREE DOODSON</p> <p>TITLE: GENERAL MANAGER/ACTING GENERAL MANAGER</p> <p>WITNESS: </p> <p>FULL NAME: Kirsten Louise Porter</p> <p>TITLE: Executive Assistant</p> <p>ADDRESS: 44 Spring Street, Crookwell NSW 2583</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin: 20px auto; width: 80%;"> <p>STREET ADDRESS SCHEDULE</p> <p>NOTE: STREET ADDRESSES OF ALL LOTS ARE NOT AVAILABLE</p> </div> <p style="text-align: center; font-size: small;">If space is insufficient use additional annexure sheet</p>		
Surveyor's Reference: 208846E 2017M7100(1616)Comp		
Version: A 11/12/2017		



UPPER LACHLAN SHIRE COUNCIL**Roads Act 1993**

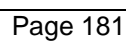
Notification of Road Closure

Notice is hereby given, under the provisions of the *Roads Act 1993*, that the road as set out in the Schedule below is closed and the lands comprised therein cease to be public road and the rights of passage and access that previously existed in relation to the road is extinguished. Upon closing, title to the land, comprising the former public road, will vest in Upper Lachlan Shire Council and it classified as operational land for the purposes of the *Local Government Act 1993*.

Colleen Worthy
General Manager
Upper Lachlan Shire Council

Description

Lot 1 and 2 DP1261378 comprising part junction Point Rd Tuena Parish of Meglo County of Georgiana



Infrastructure Department - 21 May 2020

ITEM 12.2 **Adopting Councils Infrastructure Assets Naming Policy**

FILE REFERENCE I20/171

AUTHOR **Manager Assets and Design**

ISSUE

Adopting Councils Infrastructure Assets Naming Policy

RECOMMENDATION That -

1. Council adopts the draft Infrastructure Assets Naming Policy as per Attachment 1

BACKGROUND

Council resolved in its meeting on 20 February 2020 to place the draft Infrastructure Assets Naming Policy on public exhibition for community to provide feedback.

In accordance with the Council resolution, the draft policy was placed on public display on 12 March 2020. This consultation closed on 9 April 2020. Council received zero (0) submissions from the community.

This report recommends that Council adopts and approves this policy effective 22 May 2020.

REPORT

Council did not receive any feedback from the community.

POLICY IMPACT

If adopted, the policy will provide clarity with respect to the naming of infrastructure and manage conflict of contested names.

OPTIONS

Council can choose to adopt, defer or refuse to adopt the policy.


FINANCIAL IMPACT OF RECOMMENDATIONS

By adopting the recommendation, there is no direct financial impact.

RECOMMENDATION That -

1. Council adopts the draft Infrastructure Assets Naming Policy as per Attachment 1

ATTACHMENTS

1. 	Draft ULSC - Infrastructure Assets Naming Policy	Attachment
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POLICY:-	
Policy Title:	Infrastructure Assets Naming Policy
File reference:	F13/77-09
Date Policy was adopted by Council initially:	
Resolution Number:	
Other Review Dates:	N/A
Resolution Number:	
Current Policy adopted by Council:	
Resolution Number:	XX/20
Next Policy Review Date:	2022

PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed;	4 October 2019 Reviewed 9 February 2020
Procedure/guideline reference number:	

RESPONSIBILITY:-	
Draft Policy Developed by:	Coordinator Assets and Risk
Committee/s (if any) consulted in the development of this policy::	N/A
Responsibility for implementation:	Manager Assets and Design
Responsibility for review of Policy:	Coordinator Assets and Risk

ULSC Infrastructure Naming Policy
Adopted: 17 October 2019

1. PURPOSE:

To ensure a consistent and transparent approach to the naming of Council's existing and proposed infrastructure assets.

2. SCOPE:

This policy applies to infrastructure assets within the Upper Lachlan Shire Council Local Government Area.

Street and road Names are not included in this policy

3. RELATED POLICIES:

- Street and Road Naming Policy
- Geographical Names Board of NSW Policy – Place Naming
- ULSC Infrastructure Plan

4. DEFINITIONS:

To assist in interpretation, the following definitions apply:

Council means Upper Lachlan Shire Council (ULSC)

GNB Geographical Names Board of NSW

Infrastructure Assets means Infrastructure assets such as walkways, footbridges, parks, buildings and structures other than roads and other road related infrastructure under the control of Council.

Road has the meaning given under the NSW Roads Act 1993.

Naming convention means a standardised and unambiguous system used to name places, objects, installation and geographical features within Upper Lachlan Shire Council.

Geographical features means natural or environmental aspects of particular region or area.

Dual naming means a system of applying an additional name to geographical and environmental features where there is strong evidence or pre-existing Aboriginal place name.

Public land means a place open to the public and is under the care, management or ownership of Council, including parks, gardens, trails, habitats, reserves, waterways, sports grounds, community facilities, picnic shelters; may also be referred to as a Council assets.

ULSC Infrastructure Naming Policy
Adopted: 17 October 2019

5. POLICY STATEMENT:

The naming of infrastructure assets provides an opportunity to honour individuals and groups for contributions and achievements that deserves recognition. It also presents an opportunity to emphasise important landmarks, geographical features or history.

Naming of infrastructure assets may arise either:

- At the instigation of Council, or the community for existing unnamed infrastructure assets; or
- As a result of new infrastructure assets being constructed as part of Council works or residential development.

This policy provides a consistent approach to the naming of infrastructure assets to ensure that:

- Public consultation is undertaken where necessary and nominations received from the public are assessed against pre-determined criteria to ensure transparency;
- Any new infrastructure asset name does not conflict with existing names presently in use; and

5.1 Naming

Names will be assessed for inclusion in the Approved Place Names Register against the following criteria:

- Diversity of place names within the local government area;
- In line with Geographical Names Board of NSW Policy – Place Naming
- Consists of less than 35 characters (including spaces and excluding infrastructure asset type;
- Propriety of the name;

Applications will not be considered where the name is:

- Of person still active in their service, position or community;
- Offensive or likely to give offence;
- Inappropriate sounding when pronounced;
- Considered as a commercial or company name;
- Deemed to be incongruous-out of place;
- A given name, except where it is necessary to identify an individual to avoid ambiguity; and

Applications will be assessed by Council with applicants notified in writing of the outcome of their application.

5.2 Renaming

ULSC Infrastructure Naming Policy
Adopted: 17 October 2019

Renaming is discouraged however an infrastructure assets may be considered for renaming upon request if the name is:

- Not in line with Geographical Names Board of NSW Policy – Place Naming
- a person or body or entity after which the infrastructure asset was named has been discredited or dishonoured;
- a strong community desire (for example over 100 submissions) for a name change;
- duplicated elsewhere in the Council area;
- found that the information submitted regarding the naming of infrastructure assets is factually incorrect.

5.3 Nominations

If Council is instigating the naming of an infrastructure assets, a notice will be placed on Council's website and advertised in the local newspaper. Council may also seek specific input from community groups, property owners/residents or other representative bodies as deemed necessary to ensure that community consultation has taken place.

Members of the public may submit at any time, naming ideas, for consideration. Submissions should be sent to the General Manager in writing and should include the following information:

- Name/s selected to be in compliance with the GNB place naming policy;
- Type of infrastructure Asset to be named
- Exact location and/or locality of the infrastructure asset; and
- Any other relevant information pertaining to the suggested name/s in order to make a decision.

5.4 Approving Nominations

Council may adopt, alter or reject any recommendation presented.

When naming or renaming a public infrastructure, Council must consider:

1. A public notice is published in a local newspaper seeking submissions within 28 days to request proposed infrastructure names;
2. Following 28 days, the response from the public, a review of the proposed names must be conducted using the principle of the GNB Place Naming Policy.
3. If Council receive several proposed names, a report is to be presented to Council setting out the basis of the request, the name or names proposed, details of the justification including historical or local significance of the name or names proposed. Any decision by the Council at this stage can only be that it is proposing a name of the infrastructure from the choices submitted.

ULSC Infrastructure Naming Policy
Adopted: 17 October 2019

4. The public have the opportunity at the Council meeting with the infrastructure naming item listed to speak for or against any name proposed.
5. Following a resolution by Council on the proposed names or re-naming of infrastructure Council will:
 - a. Write to the party who lodged the request and any local residents who had responded and inform them of the Council's decision;
 - b. Publish a notice of the proposed name in a local newspaper inviting submissions, in writing to the Council, within 21 days.
6. Council staff to install signage on the new infrastructure name
7. The Asset register shall be updated with new the infrastructure name:

5.5 New Development

Proposed names received by the developer will be assessed and approved by the Development Engineering unit as part of the Development Approval Process.

Property developers who wish to name an alternative name for the infrastructure assets, an application must be received in an approved form. Application must propose a name that complies with this policy.

6. RESPONSIBILITY

Director of Infrastructure

Provide Vision, Goals, Objective and Policy direction and resolves disputes with respect to this policy in line with direction from Council.

Manager of Assets & Design

Manager of Assets and Design is responsible for the processing of the infrastructure naming in this policy, monitor the budget for the naming of the infrastructure, review, advertise, approve the infrastructure names and help with the infrastructure naming register.

Design Engineer

Design Engineer is responsible for the review of the applications and provides any recommendations to the Manager of Asset and Design in consultation with the Coordinator Assets and Risk

ULSC Infrastructure Naming Policy
Adopted: 17 October 2019

Coordinator Assets and Risk

Maintain and update the Asset register and review of this policy.

7. REVIEW TIMELINES

This policy will be reviewed when any of the following occurs:

- The related legislation or governing documents are amended or replaced; or
- Other circumstances as determined from time to time by Council; or
- Two years from date of adoption.

Infrastructure Department - 21 May 2020

ITEM 12.3 **Adopt Private Works and Plant Hire Policy**

FILE REFERENCE **I20/217**

AUTHOR **Manager of Infrastructure Delivery**

ISSUE

Adopting Councils Private Works and Plant Hire Policy

RECOMMENDATION That -

1. Council adopts the Draft Private Works and Plant Hire Policy as per attachment 1

BACKGROUND

Council resolved to place the new draft Private Works and Plant Hire Policy on public exhibition during its meeting held on 19 March 2020.

In accordance with the Council resolution, the draft policy was placed on public display on 7 April 2020. This consultation closed on 5 May 2020. Council received zero (0) submissions from the community.

This report recommends that Council adopts and approves this policy effective 22 May 2020.

REPORT

Council did not receive any feedback from the community.

POLICY IMPACT

Council is required to review its policies when due for renewal.

OPTIONS

Council can choose to adopt, defer or refuse to adopt the policy.

FINANCIAL IMPACT OF RECOMMENDATIONS

By adopting the recommendation, there is no direct financial impact.


Infrastructure Department

ADOPT PRIVATE WORKS AND PLANT HIRE POLICY cont'd

RECOMMENDATION That -

1. Council adopts the Draft Private Works and Plant Hire Policy as per attachment 1

ATTACHMENTS

1. 	Private Works & Plant Hire Policy - Date Adopted 20 March 2014 - Resolution 52/14 - Review 2019	Attachment
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POLICY:-	
Policy Title:	Private Works and Plant Hire Policy
File reference:	F13/16
Date Policy was adopted by Council initially:	26 July 2007
Resolution Number:	227/07
Other Review Dates:	28 February, 2008, 15 July 2010,
Resolution Number:	52/08, 262/10
Current Policy adopted by Council:	20 March 2014
Resolution Number:	xxxx
Next Policy Review Date:	2022

PROCEDURES/GUIDELINES:-	
Date procedure/guideline was developed:	26 July 2007
Procedure/guideline reference number:	

RESPONSIBILITY:-	
Draft Policy Developed by:	Director of Infrastructure
Committee/s (if any) consulted in the development of this policy:	NA
Responsibility for implementation:	Manager of Infrastructure Delivery
Responsibility for review of Policy:	Manager of Infrastructure Delivery

PRIVATE WORKS

PROJECTS AND PLANT HIRE

1. DEFINITION

Private work includes any work, undertaken upon agreement with a landowner, of a nature on private lands and / or public lands which lies outside the routine responsibility of Council for which a quotation or schedule of rates has been provided by Council.

Plant Hire includes using Council owned plant and equipment to carry out work that lies outside the responsibility of Council.

2. CITATION

This document may be cited as Upper Lachlan Shire Council Policy – Private Works (Projects and Plant Hire).

3. APPLICATION OF POLICY - OBJECTIVE

The purpose of this policy is to outline Council's requirements for the undertaking of these private works (projects and plant hire). The policy is designed to make the plant available to the community for work at cost and comply with Trades Practices Act 1974. The policy also aims to protect the integrity, security and reputation of the Council, Councilors and its staff and maintain a high level of services to the community.

All enquiries regarding this policy are to be directed to the Infrastructure Department of Council.

4. REQUIREMENTS

4.1 PROJECTS

- (i) No private works projects shall be undertaken until:
 - a. The person requesting such private works has accepted the quotation in writing;
 - b. Payment for the work has been received by Council. (Except for works meeting clause 4.2)
- (ii) Payment is to be in the form of cash, cheque or unconditional bank guarantee received in full at Council.
- (iii) At the request of an applicant, a quotation will be provided in writing by Council and prior to commencement of any works commencing, must be accepted by the applicant in writing.

- (iv) Private works projects of any value will not commence until a cash deposit or bond equivalent to 100% of total value of the private works is paid to Council.
- (v) Private Works to the value of \$500.00 or up to two (2) hours duration of grading (whichever is the greater) may be allowed as an exception to clause 4.1 b on the basis of payment after the work has been carried out.
- (vi) Private works to the value above \$50,000 must be referred to the Director of Infrastructure for consideration.

4.2 PLANT HIRE

- (i) Hire of plant is permitted when hired with the plant operator (wet hire);
- (ii) Plant hire without the operator is not permitted;
- (iii) Council provides supervisory functions when hired with the operator.
- (iv) The applicant is responsible to discuss with the operator the standard of work to be achieved or to terminate the plant operation at any time if the work does not meet the applicant's satisfaction.
- (iii) Works are completed with care and efficiency, but no responsibility is taken to meet the expectations of the completed works.
- (iv) Council is not responsible for any loss or damage incurred by recall or withdrawal of plant or staff from any works.
- (v) All plant travelling costs to and from the private works location is an additional charge to those hours actually worked on site. It is therefore required that the person wishing to hire such plant do so when that particular plant item is stationed in the nearby proximity thus minimizing travelling expenses.
- (vi) The applicant is responsible for identifying and clearly marking any underground or overhead services that may be affected by the proposed works. Council is not responsible for damage(s) to services whilst undertaking the works.
- (vii) The schedule of hire rates makes provision for two levels of hire, i.e.:
 - (a) Work completed during normal working hours;

- (b) Work completed after normal working hours as an overtime rate. Higher charges apply for the overtime and work outside normal hours.
- (viii) All private works requested will be at Council's convenience or as directed by Council's Manager of Infrastructure Delivery (or his representative) i.e. Council programmed works receive first priority over any private hire activities.
- (ix) Plant is to be operated by Council employees (wet hire).
- (x) Rates charged for hiring plant is fixed at full cost recovery by Council in the Annual Operational Plan; incorporating the Revenue Policy and Fees and Charges.
- (xi) Applicants wishing to hire plant are to sign Council's standard request form prior to hire commencing.
- (xii) All previous plant hire debtor accounts are to be paid prior to any additional works being undertaken by Council.
- (xiii) Plant is meant to include graders, backhoes, loaders, trucks, rollers and the like.
- (xiv) All materials will be charged at full cost recovery and risk margin.
- (xv) All equipment hired will be charged out for actual time on the job (not time used).
- (xvi) Council staff and Councilors are not permitted to hire Council plant and machinery. Plant hire is not permitted for activities benefiting Council staff and Councilors (either directly or indirectly).
- (xvii) Fix lump sum prices are not permitted and each project must be individually costed.

Council will undertake Private Work in accordance with adopted rates for the Hire of Plant & Equipment. Private Work however will only be carried out subject to the availability of Council Plant & Equipment and without significant disruption to existing work programs.

Weed Control activity deemed as Private Work will also be included, with arrangements to be approved by both the Coordinator Maintenance (or Coordinator Construction) and Manager Regulatory Compliance and Biodiversity Services.

5. INDEMNITY

In requesting and authorising the Upper Lachlan Shire Council to carry out private works (projects or plant hire), the applicant shall indemnify the Upper

Lachlan Shire Council against any claim, action or process for damage or injury which might arise during the progress of such works and shall keep indemnified the Upper Lachlan Shire Council against any claim, action or process for damage and/or injury which might arise from the existence of such works unless such damage and/or injury is due or contributed to by an act or omission of the Upper Lachlan Shire Council, its employees or agents.

6. COMPETITION

Private work is not a core function of Council and is provided so as to supply a reasonable economical means of a landholder securing access to earthmoving plant. This work is “contestable” and Council does not wish to promote or seek any monopoly over these functions. As such, applicants may wish to seek alternative quotations or plant hire options through other earthmoving organisations. Council encourage applicants to seek alternative quotations from other providers.

In all cases written quotations will be issued, with acceptance by Signed Agreement required for all works and authorized by Coordinator Maintenance or Coordinator Construction.

Council will undertake private works with a risk margin of 20% being required to cover supervision and the preparation of the estimated cost. The Director of Infrastructure may alter this risk margin if deemed necessary to provide a competitive price for works in excess of \$50,000.00.

Council may provide a subsidy to community based or charitable organisations in respect of plant hire. All costs incurred by Council in respect to labour and materials are charged against the organisation concerned.

Private Works - General (section 67 of the Local Government Act 1993) are to be charged at cost price and will also include a percentage for administration, supervision etc. as shown in the fees and charges schedule of Council's Operational Plan plus GST where applicable.

7. PUBLIC PERCEPTION ON STAFF EQUIPMENT HIRE

Hire of Council owned equipment by Council staff and Councilors are not permitted. Emergency works undertaken during Natural Disaster event to protect life and property are exempt from this provision.

8. NON-COMPLIANCE WITH THIS POLICY

Failure to comply with the terms of this policy including private use of plant by staff may lead to disciplinary investigation of the responsible staff member. Any instances of inappropriate conduct can lead to dismissal and / or criminal prosecution.

9. VARIATION

Council reserves the right to vary or revoke this policy.

10. RELEVANT LEGISLATION

- Local Government Act, 1993;
- Trades Practices Act 1974;
- Local Government (General) Regulations, 2005;
- Independent Commission against Corruption Act ,1988;
- Government Information (Public Access) Act 2009;
- Privacy and Personal Information Protection Act 1998;
- State Records Act 1998;
- Crimes Act 1900 (NSW);
- Code of Conduct Policy and Procedure;
- Complaints Management Policy;
- Upper Lachlan Shire Council Operational Plan Schedule of Fees and Charges;
- Code of Business Practice;
- Statement of Ethical Principles;
- Fraud and Corruption Prevention Policy;
- Procurement Policy;
- NSW Ombudsman - Good Conduct and Administrative Practice (Guidelines for State and Local Government) June 2006; and

13 FINANCE AND ADMINISTRATION

The following items are submitted for consideration -

13.1	Quarterly Budget Review Statements - 3rd Quarter 2019/2020	200
13.2	Emergency Services Levy	270

Finance and Administration - 21 May 2020

ITEM 13.1 **Quarterly Budget Review Statements - 3rd Quarter 2019/2020**

FILE REFERENCE **I20/190**

AUTHOR **Director of Finance and Administration**

ISSUE

A Financial Summary and Key Performance Indicators report is provided to Council for the 3rd Quarter Budget Review in 2019/2020.

RECOMMENDATION That -

1. Council adopts the 3rd Quarter Budget Review Statements for 2019/2020 including revotes of income and expenditure to the Operational Plan; and
2. Council endorses the Operational Plan Performance Summary Report.

BACKGROUND

This report details the financial summary and Key Performance Indicators for the 3rd Quarter Budget Review in 2019/2020.

REPORT

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

The Income and Expenses Budget Review Statement provides an overview of Council operations for the 3rd Quarter of the 2019/2020 financial year. The following is a financial summary of the data as at 31 March 2020 – see Attachment 3:-

1. Council has raised 66% of the operating budgeted income.
2. Council has expended 70% of the operating budgeted expenditure, (includes actual expenditure and creditor commitments).
3. Capital grants and contributions income received is 35% of the revised budgeted capital income.
4. Council has expended 42% of the revised budgeted capital expenditure (including actual capital expenditure and creditor commitments) on asset acquisitions and renewals.

Budget Revotes

Council resolved an original operating budget surplus, before capital grants and contributions, totalling \$698,588.

Since the original budget was adopted there are operational budget net revotes of expenditure for the 1st Quarter totalling \$81,675 and 2nd Quarter totalling \$690,160 net increase in income (Note: this includes sale of shares held in Southern Phone Company to AGL for \$785,714) and the 3rd Quarter net increase in income totalling \$437,596 (Note: this includes \$600,596 additional Roads to Recovery grant).

The revised net operating budget shows an increased surplus result forecast totalling \$1,744,667, before capital grants and contributions. The operational and capital budget revotes of income and expenditure and movements in transfer from reserves for the 3rd Quarter are detailed in Attachment 5.

Operational Budget Analysis

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

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

Capital Budget Analysis

Total capital expenditure budget, for all funds, including accounts payable commitments is 42% complete at year to date as detailed in Attachment 7. This attachment provides details in regards to progress of each individual capital project.

The General Fund revised capital expenditure program is 42% completed at year to date. Major projects substantially commenced include the Roads to Recovery program on local road gravel re-sheeting projects is 62% complete and completion of carry over works on MR248E Laggan Road Stage 1 rehabilitation and Plant replacement program is 88% completed. The MR256 Abercrombie River Bridge replacement project on Oberon Road is completed. The Grabine Road special grant reconstruction project of \$400K is completed, the Crookwell Memorial Oval sporting complex project is completed and the Stronger Country Communities Fund projects are completed; including PAMP footpaths, and Collector pathway, new lighting for Crookwell soccer fields, the Active Villages projects for outdoor gymnasiums.

The General Fund actual capital expenditure work year to date is significantly lower than anticipated principally due to delays in the MR248E Kiamma Creek Bridge replacement and the Crookwell landfill project. Also, the Grabine Road and MR258 Wombeyan Caves Road reconstruction projects and Blackspot Program have not commenced as anticipated. However, it is noted that the bridge bypasses emergency response works were prioritised and has taken precedence over other budgeted Operational Plan capital expenditure programmed works.

Cash flow

Council's projected short term liquidity financial position is satisfactory with the total cash and investments held as at 31 March 2020 totalling \$27.109 million. The cash and investments held at 30 June 2019, totalled \$28.564 million. The decrease in cash and investments is largely attributable to capital infrastructure expenses on bridge bypasses and bridge replacement program which are to be funded from loan borrowings and these funds will not be drawn down until late May 2020.

The Cash and Investments Quarterly Budget Review Statement (Attachment 6) details the unrestricted cash, internal reserve restrictions and external reserve restrictions both in total and movements to 31 March 2020.

POLICY IMPACT

Nil

OPTIONS

Nil

FINANCIAL IMPACT OF RECOMMENDATIONS

There are operational budget net revotes increase in income in the third quarter totalling \$437,596; therefore the projected operational budget surplus has been increased by that amount.

There are capital income and expenditure revotes detailed in Attachment 5 including transfers from internal and external restricted reserves for prior years carry over works and new grant projects.

RECOMMENDATION That -

1. Council adopts the 3rd Quarter Budget Review Statements for 2019/2020 including revotes of income and expenditure to the Operational Plan; and
2. Council endorses the Operational Plan Performance Summary Report.

ATTACHMENTS

1. ↓	Quarterly Budget Review Statement by Responsible Accounting Officer	Attachment
2. ↓	Contracts, Consultancy and Legal Expenses Budget Review Statement	Attachment
3. ↓	Income and Expenses Budget Review Statement	Attachment
4. ↓	Operating Budget Review Statement by Function-Activity	Attachment
5. ↓	Material Variations and Revotes Budget Review Statement	Attachment
6. ↓	Cash and Investments Budget Review Statement	Attachment
7. ↓	Capital Budget Summary Review Statements	Attachment
8. ↓	Capital Expenditure (Assets) Budget Review	Attachment
9. ↓	Capital Income (Grants and Contributions) Budget Review Statement	Attachment
10. ↓	Operational Plan KPI - 3rd Quarter 2019-2020	Attachment

UPPER LACHLAN SHIRE COUNCIL**Quarterly Budget Review Statement****For the 3rd Quarter 2019/2020, ended 31 March 2020****Report by Responsible Accounting Officer**

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

It is my opinion that the Quarterly Budget Review Statement for Upper Lachlan Shire Council for the quarter ended 31 March 2020 indicates that Upper Lachlan Shire Council's projected financial position at 30 June 2020 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income expenditure.

Signed: Andrew D. CrokeDate: 1/5/2020

Andrew Croke
Director of Finance and Administration
Upper Lachlan Shire Council

UPPER LACHLAN SHIRE COUNCIL**Part A****Contracts Budget Review Statement - 2019/2020**

Budget Review for the quarter ended 31 March 2020

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

Contractor	Contract detail and purpose	Contract value (GST Inclusive)	Commence Date	Duration of Contract	Budgeted (Y/N)
Bridging Australia Pty Ltd [ULSC 2019/30]	Timber Bridge Replacement - Kiamma Creek Bridge Upgrade	339,306.00	6/03/2020	6 Weeks	Y
Cleanaway Pty Ltd [ULSC 2019/36]	General Waste Transfer Service	322,245.35	2/03/2020	2 Years	Y
ERM Power Retail Pty Ltd	Retail Electricity Agreement (Street Lighting)	On Consumption	1/01/2020	3 Years	Y
Hartwigs	Plant Replacement: Freightliner Coronado 114 (Gravel Truck)	299,123.00	24/02/2020	On Delivery	Y
GHD Pty Ltd	Integrated Management Crookwell Landfill	104,714.50	1/04/2020	6 months	Y
Wolfcon Pty Ltd	Traffic Control Plan - Crookwell & Gunning Depots	138,437.20	12/03/2020	30/03/2020	Y
Westrac (Caterpillar)	Plant Replacement: Caterpillar CS56B Smooth Drum Roller	193,821.18	24/03/2020	On Delivery	Y

Part B**Consultancy and Legal Expenses Budget Review Statement - 2019/2020**

Budget Review for the quarter ended 31 March 2020

Expense	YTD (Actual + Commitments)	2019/2020 Budget	Budgeted (Y/N)
Legal Fees	\$18,329	\$77,000	Yes
Consultancies*	\$743,018	\$824,600	Yes

* Note: Consultant fees for Building Surveyor Services and Engineering Executive were not in the original budget and are partially funded by salaries and wages budgeted savings. Quarter 3 revotes of expenditure are now included in budget

Definition of a consultant:

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

Consult & Legal Exp

UPPER LACHLAN SHIRE COUNCIL**Income and Expenses Budget Review Statement - 2019/2020
Budget Review for the quarter ended 31 March 2020**

(Actual YTD figures include creditor commitments)

							Actual YTD Pay YTD	.75.00% 73.66%
Operational Activities	Actual YTD	Original Budget	1st Quarter Revotes	2nd Quarter Revotes	3rd Quarter Revotes	Revised Budget	% YTD Actual to Revised Budget	Anticipated % Budget YTD
Employee Benefits and On-Costs	8,183,547	10,520,197			120,000	10,400,197	78.69%	73.66%
Borrowing Costs	74,901	211,830				211,830	35.36%	0.00%
Depreciation & Amortisation #	4,739,325	6,319,100				6,319,100	75.00%	74.97%
Materials & Contracts	4,477,943	8,011,123	90,037	76,167	715,823	8,740,816	51.23%	75.47%
Other Expenses	2,595,017	2,673,418		140,600	154,000	2,968,018	87.43%	80.74%
Loss on Disposal of Assets	0	0				0	0.00%	0.00%
Total Expenses from Continuing Operations	20,070,733	27,735,668	90,037	64,433	749,823	28,639,961	70.08%	74.69%
Rates & Annual Charges**	10,937,710	11,019,912				11,019,912	99.25%	100.00%
User Charges & Fees	2,504,187	7,567,911		31,121		7,536,790	33.23%	60.49%
Interest and Investment Revenue	492,520	702,900				702,900	70.07%	75.00%
Other Revenues	446,004	738,500				738,500	60.39%	80.74%
Non-Capital Operating Grants and Contributions	4,817,415	8,322,742	8,362		1,187,419	9,518,523	50.61%	56.43%
Gain on Disposal of Assets	785,714	82,289		785,714		868,003	90.52%	0.00%
Total Income from Continuing Operations	19,983,551	28,434,254	8,362	754,593	1,187,419	30,384,628	65.77%	72.65%
OPERATING SURPLUS BEFORE CAPITAL AMOUNTS	87,182	698,586	81,675	690,160	437,596	1,744,667		
Capital Grants and Contributions	3,259,119	6,236,077	1,609,598	262,307	1,175,675	9,283,658	35.11%	33.00%
NET RESULT FROM ALL ACTIVITIES	3,171,937	6,934,663	1,527,923	952,467	1,613,271	11,028,326		

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

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

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UPPER LACHLAN SHIRE COUNCIL Operating Budget Review Statement by Function/Activity - 2019/2020 Budget Review for the quarter ended 31 March 2020								
1) Actual YTD figures includes creditor commitments 2) Budget figures include Q1, Q2 & Q3 revotes 3) Expenditure is inclusive of Council Rates and is eliminated on the Income Statement								
Actual YTD % 75.00% Pay YTD 73.66%								
Function or Activity (Alternate Key 8 Report)	Expenditure to 31 Mar 2020 \$	Expenditure to 31 Mar 2020 %	Budgeted Expenses from continuing operations \$	Income to 31 Mar 2020 \$	Income to 31 Mar 2020 %	Budgeted Income from continuing operations \$	Operating Result to 31 Mar 2020 \$	Budgeted Operating Result from continuing operations \$
* Note: Depreciation expense is excluded from cost centres								
COMMUNITY	1,924,280	82.02%	2,346,016	364,048	81.94%	444,309	(1,560,232)	(1,901,707)
Health Services, Medical Centres, Aged, Disabled & Community Services	190,990	55.24%	345,748	57,339	59.33%	96,647	(133,651)	(249,101)
Public Halls, Cultural Services, Community Services and Museums	164,436	89.71%	183,300	20,211	56.14%	36,000	(144,225)	(147,300)
Animal Control	66,415	79.33%	83,721	9,048	78.00%	11,600	(57,367)	(72,121)
Swimming Pools	167,088	78.68%	212,353	35,516	107.95%	32,900	(131,572)	(179,453)
Sporting Grounds and Parks and Gardens	472,693	79.88%	591,727	16	0.05%	30,000	(472,677)	(561,727)
Public Libraries	293,563	75.10%	390,922	82,215	118.87%	69,162	(211,347)	(321,760)
Emergency Services and Fire Protection	569,095	105.73%	538,245	159,702	95.06%	168,000	(409,393)	(370,245)
ENVIRONMENT	1,354,392	75.95%	1,783,280	368,027	69.99%	525,825	(986,364)	(1,257,455)
Town Planning and Development Control	589,905	83.02%	710,537	226,731	108.74%	208,500	(363,174)	(502,037)
Building Control	346,087	69.30%	499,417	117,973	90.61%	130,200	(228,114)	(369,217)
Environmental Systems and Protection	62,637	61.41%	102,000	50	0.00%	0	(62,587)	(102,000)
Housing	20,811	87.44%	23,800	17,100	68.40%	25,000	(3,711)	1,200
Noxious Weeds Control	323,975	73.63%	440,026	1,976	1.26%	157,125	(321,998)	(282,901)
Food Control and Inspections	10,977	146.35%	7,500	4,197	83.94%	5,000	(6,780)	(2,500)
ECONOMY	4,318,889	52.47%	8,231,036	1,180,745	22.94%	5,147,214	(3,138,145)	(3,083,822)
Financial Services	593,446	66.59%	891,217	0	0.00%	0	(593,446)	(891,217)
Administration and Corporate Support	1,051,360	88.37%	1,189,726	348,411	94.55%	368,510	(702,949)	(821,216)
Information Technology	377,405	81.38%	463,777	0	0.00%	0	(377,405)	(463,777)
Workforce (Human Resources, Labour Oncosts and WH&S)	780,608	91.60%	852,185	0	0.00%	0	(780,608)	(852,185)
Caravan Parks	27,270	49.17%	55,461	47,399	72.92%	65,000	20,129	9,539
Tourism & Business (RMS State Rd, Service NSW Agency, Private Works, Bank House)	1,488,800	31.16%	4,778,670	784,935	16.65%	4,713,704	(703,865)	(64,966)
							0	0

UPPER LACHLAN SHIRE COUNCIL Operating Budget Review Statement by Function/Activity - 2019/2020 Budget Review for the quarter ended 31 March 2020								
Function or Activity (Alternate Key 8 Report)	Expenditure to 31 Mar 2020 \$	Expenditure to 31 Mar 2020 %	Budgeted Expenses from continuing operations \$	Income to 31 Mar 2020 \$	Income to 31 Mar 2020 %	Budgeted Income from continuing operations \$	Actual YTD Pay YTD Operating Result to 31 Mar 2020 \$	75.00% 73.66% Budgeted Operating Result from continuing operations \$
* Note: Depreciation expense is excluded from cost centres								
INFRASTRUCTURE	7,256,743	79.85%	9,087,592	7,927,399	72.19%	10,980,593	670,656	1,893,001
Roads, Bridges, Cycleways, Footpaths and Kerb and Guttering	2,982,698	63.10%	4,726,576	2,381,590	59.24%	4,019,918	(601,108)	(706,658)
Water Supply Services	1,214,840	97.15%	1,250,489	1,470,794	75.71%	1,942,599	255,953	692,110
Sewerage Services	659,725	81.11%	813,363	1,514,038	95.59%	1,583,838	854,313	770,475
Stormwater and Drainage	346	2.16%	16,000	46,914	100.78%	46,550	46,568	30,550
Quarries and Gravel Pits	350,986	36.55%	960,300	391,872	37.10%	1,056,300	40,886	96,000
Domestic Waste Management	634,547	61.71%	1,028,232	1,196,886	97.45%	1,228,232	562,340	200,000
Waste Centres, Rubbish Tips and Street Cleaning	921,543	183.85%	501,255	681,176	94.19%	723,167	(240,367)	221,912
Public Conveniences and Amenities	181,447	85.43%	212,400	0	0.00%	0	(181,447)	(212,400)
Public Cemeteries	101,231	84.22%	120,200	44,644	43.05%	103,700	(56,588)	(16,500)
Engineering, Purchasing and Works Supervision	1,155,632	88.70%	1,302,911	199,486	102.83%	194,000	(956,146)	(1,108,911)
Plant and Equipment Operations (net excluding depreciation)	(946,253)	51.31%	(1,844,134)	0	0.00%	82,289	946,253	1,926,423
CIVIC LEADERSHIP	690,272	79.07%	872,937	787,488	99.59%	790,714	97,215	(82,223)
Governance and Real Estate Development	690,272	79.07%	872,937	787,488	99.59%	790,714	97,215	(82,223)
GENERAL PURPOSE REVENUES				9,569,013	76.58%	12,495,973	9,569,013	12,495,973
General Purpose Items and Rates				9,569,013	76.58%	12,495,973	9,569,013	12,495,973
DEPRECIATION EXPENSE	4,739,325	75.00%	6,319,100				(4,739,325)	(6,319,100)
Depreciation Operating Expense	4,739,325	75.00%	6,319,100				(4,739,325)	(6,319,100)
Note: Internal Rates and Charges are allocated to each cost centre	(213,169)		0	(213,169)		0	0	0
TOTAL SURPLUS / (DEFICIT) FROM ALL ACTIVITIES	20,070,733	70.08%	28,639,961	19,983,551	65.77%	30,384,628	(87,182)	1,744,667

UPPER LACHLAN SHIRE COUNCIL**Material Variations and Revotes Budget Review Statement - 2019/2020**

Budget Review for the quarter ended 31 March 2020

Budget Capital Income and Expenditure - 3rd Quarter Revotes

Job Description	Adopted Budget 2019/2020	Revote net amendment	Revised Budget 2019/2020
Bridge - Peelwood Rd/Peelwood Ck (Local/Uns/Tim)	0	1,448,850	1,448,850
Bridges - Unsealed Rural Rds - Income - Capital Grants - Drought Communities Fund	0	-718,000	-718,000
PAMP Saleyards Rd share path (Drought Communities)	0	206,783	206,783
PAMP Adam St Gunn share path (Drought Communities)	0	75,383	75,383
Footpath Maintenance Income - Capital Grants - Drought Communities Fund	0	-282,000	-282,000
Bore Standpipe Avdata Measuring Devices	0	45,660	45,660
RFS Crookwell Bush Fire Brigade Equipment - s94	0	14,000	14,000
Rural Fire Service Income (Transfer from s94 Reserves)	0	-14,000	-14,000
RFS Binda Bush Fire Brigade Assets - s94	0	1,182	1,182
Rural Fire Service Income (Transfer from s94 Reserves)	0	-1,182	-1,182
RFS Gunning Bush Fire Brigade Assets - s94	0	4,962	4,962
Rural Fire Service Income (Transfer from s94 Reserves)	0	-4,962	-4,962
New Council Chambers-Community& Civic Centre	0	7,830	7,830
New Council Chambers-Community& Civic Centre (Transfer from Reserves)	0	-7,830	-7,830
SCCF2 Breadalbane Hall Pergola	0	44,980	44,980
SCCF2 Breadalbane Hall Pergola (100% Grant Funded)	0	-57,940	-57,940
SCCF2 Pedestrian Access & Mobility Plan 1st Priority	0	117,735	117,735
SCCF2 Pedestrian Access & Mobility Plan 1st Priority (100% Grant Funded)	0	-117,735	-117,735
Depot Building Improvements (Unrestricted Cash Funding)	0	80,000	80,000
Taralga Water Supply Upgrade	0	23,912	23,912
Taralga Water - Income (Transfer from Reserves)	0	-23,912	-23,912
R2R - Wheeo Road Construction - Seal Extension	0	600,596	600,596
R2R - Wheeo Road Construction - Seal Extension	0	155,577	155,577
R2R Redground Heights - Gravel Resheeting	14,555	-14,555	0
R2R Fish River Road - Gravel Resheeting	15,301	-15,301	0
R2R Gorham Lane - Gravel Resheeting	29,531	-29,531	0
R2R Greenmantle Road - Gravel Resheeting	27,000	-27,000	0
R2R Rhyanna Road - Gravel Resheeting	27,000	-15,190	11,810
R2R Julong Road - Gravel Resheeting	54,000	-54,000	0
R2R Sapphire Road (MR52 end)	270,000	-270,000	0
Totals	470,387	1,174,312	1,644,699

UPPER LACHLAN SHIRE COUNCIL			
Budget Operating Income and Expenditure - 3rd Quarter Revotes			
Job Description	Adopted Budget 2019/2020	Revote net amendment	Revised Budget 2019/2020
Tourism - Area Promotion Marketing - Destination Southern NSW Content	8,200	20,000	28,200
Tourism - Income - Operating Grants - Destination Southern NSW Content	0	-20,000	-20,000
Storm Damage 2016 completion - Bigga Road , Crooked Corner	0	14,051	14,051
Storm Damage 2016 completion - Blue Hills Road , Yalbraith	0	3,755	3,755
Storm Damage 2016 completion - Bridge Creek Road , Binda	0	30,097	30,097
Storm Damage 2016 completion - Clarevale Rd, Wheeo	0	4,250	4,250
Storm Damage 2016 completion - Cooksvale Road, Peelwood	0	37,412	37,412
Storm Damage 2016 completion - Glenerin Rd, Grabben Gullen	0	4,250	4,250
Storm Damage 2016 completion - Grabine Rd, Grabine	0	9,104	9,104
Storm Damage 2016 completion - Hogan Rd, Fullerton	0	19,755	19,755
Storm Damage 2016 completion - Hollydene Rd, Fullerton	0	3,760	3,760
Storm Damage 2016 completion - Kangaloolah Rd , Peelwood	0	22,235	22,235
Storm Damage 2016 completion - Lerida Road South, Breadalbane	0	9,860	9,860
Storm Damage 2016 completion - Montana Road , Peelwood	0	55,918	55,918
Storm Damage 2016 completion - Mutmutbilly Rd, Breadalbane	0	92,288	92,288
Storm Damage 2016 completion - Reids Flat Rd, Bigga	0	10,265	10,265
Storm Damage 2016 completion - Rhyanna Rd, Chatsbury	0	2,514	2,514
Storm Damage 2016 completion - Rosevale Rd , Fullerton	0	8,520	8,520
Storm Damage 2016 completion - Sapling Creek Rd, Laggan	0	15,861	15,861
Storm Damage 2016 completion - Slater Rd, Laggan	0	5,886	5,886
Storm Damage 2016 completion - Turkey Hill Rd, Fullerton	0	27,754	27,754
Storm Damage 2016 completion - Woodville Road, Binda	0	41,565	41,565
Storm Damage 2016 completion - Yalbraith Road, Golspie	0	35,638	35,638
Storm Damage 2016 completion - Yewrangarra Rd, Bigga	0	4,138	4,138
Unsealed Rural Roads Income - Operating Contributions - RTA Emergency - Flood Damage	0	-458,876	-458,876
Bushfire Community Resilience Events & Marketing - Special Events, Training & Resources	0	25,000	25,000
Bushfire Community Resilience Events & Marketing - Area Marketing & Promotion Campaign	0	20,000	20,000
Bushfire Community Resilience Events & Marketing - Special Events	0	55,000	55,000
Community Services Income - Operating Grants - BCRERF	0	-25,000	-25,000
Tourism Income - Operating Grants - BCRERF	0	-75,000	-75,000
Governance - Donations	60,000	3,000	63,000
Gunning Arts Festival - FRRR Tackling Tough Times Together - Expenses	0	1,000	1,000
Gunning Arts Festival Income - Operating Grants - FRRR Tackling Tough Times Together	0	7,947	7,947
Aerodromes - Consultancies	0	-7,947	-7,947
Roads to Recovery - Income R2R - Operating Grants	0	9,000	9,000
Human Resources - Consultancies	-1,203,046	-600,596	-1,803,642
Building Control - Consultancies	0	150,000	150,000
Building Control - Salaries & Wages	0	120,000	120,000
Town Planning - Salaries & Wages	229,724	-65,000	164,724
Environmental Protection - Salaries & Wages	316,873	-47,000	269,873
Totals	67,800	-8,000	59,800

ORIGINAL - Operational Plan Budget Surplus 2019/2020

-698,586

- add Q1 Budget revotes

81,675

- add Q2 Budget revotes

-690,160

- add Q3 Budget revotes

-437,596

REVISED - Operational Plan Budget Surplus 2019/2020

-1,744,667

Upper Lachlan Shire Council**Cash and Investments Budget Review Statement 2019/2020**

Budget review for the quarter ended 31 March 2020

	Original Budget (\$'000)	Opening Balance (\$'000)	Actual YTD Transfers to Restrictions (\$'000)	Actual YTD Transfers from Restrictions (\$'000)	3rd Quarter Closing Balance (\$'000)
TOTAL UNRESTRICTED	(62)	2,432		(1,537)	895
EXTERNAL RESTRICTIONS:					
Section 94 - Development Contributions Plan	535	3,426	894	(299)	4,021
Section 94A - Development Contributions Plan	0	0	0		0
Specific Purpose Unexpended Grants	0	780	1,578		2,358
Water Supplies	220	2,551	136		2,687
Sewerage Services	420	4,769	700		5,469
Domestic Waste Management Services	(243)	1,498	386		1,885
Stormwater Management	0	247	47	(5)	289
Wind Farms CEF Program	0	33	20		54
Trust Fund (Fund 8)	0	6	0		6
RMS Contributions	0	0		0	0
TOTAL EXTERNAL RESTRICTED	932	13,311	3,761	(304)	16,768
INTERNAL RESTRICTIONS:					
Employees' Leave Entitlements	100	2,018	80		2,098
Plant and Equipment Replacement	120	1,667			1,667
Buildings and Infrastructure Improvements	0	1,159		(4)	1,155
Council Houses capital works	0	63			63
Information Technology and Equipment	0	220		(15)	205
Public Halls and Community Projects	0	51			51
Gravel Pit Restoration	0	353			353
Rubbish Tips Remediation	0	1,500		(463)	1,037
Garbage / Waste Disposal	0	37			37
Library Services Cooperative distribution	0	71		0	71
Upper Lachlan Tourist Association (ULTA)	0	32	0		32
Financial Assistance Grants Payment in Advance	0	2,475		(1,980)	495
Deposits and Retentions (subdivision bonds)	0	282	1		283
State Road MR54 works contingencies	0	582		(292)	290
Unexpended Loans/Borrowing - Bridge	(264)	264		(264)	0
Uncompleted Carry-over Works	(493)	2,046		(437)	1,609
TOTAL INTERNAL RESTRICTED	(537)	12,821	81	(3,455)	9,446
TOTAL RESTRICTED	395	26,131	3,842	(3,759)	26,214
TOTAL CASH AND INVESTMENTS	333	28,564	3,842	(5,296)	27,109

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UPPER LACHLAN SHIRE COUNCIL**Capital Budget Summary Review Statement - 2019/2020**

Budget Review for the quarter ended 31 March 2020

(Actual YTD figures includes creditor commitments)

	Actual YTD	Original Budget	1st Quarter Net Revotes	2nd Quarter Net Revotes	3rd Quarter Net Revotes	Revised Budget	% YTD Actual to Revised Budget
CAPITAL FUNDING							
Rates and Other Untied Charges (General Fund)	1,702,931	4,458,950	370,958	15,000	880,572	5,725,480	30%
Operational Grants and Contributions (All Funds)	826,873	1,969,976				1,969,976	42%
Capital Grants and Contributions (All Funds)	3,160,496	5,701,577	2,323,552	38,145	1,162,731	9,226,006	34%
Internal Restrictions (General Fund)							
- renewals/new assets	3,274,417	493,000	2,884,841	204,150	244,893	3,826,884	86%
External Restrictions (excluding grants)							
- water supply							
- sewerage							
- domestic waste management (DWM)							
- stormwater							
- section 94	256,973	410,000	221,108	85,030	20,144	736,282	35%
Other Capital Funding Sources e.g.							
- loans	1,624,850	1,195,868	2,990,000			4,185,868	39%
Income from Sale of Assets							
- plant and equipment (general fund)							
- land and buildings							
TOTAL CAPITAL FUNDING	10,846,539	14,229,371	8,790,459	342,325	2,308,340	25,670,495	42%
CAPITAL EXPENDITURE							
New Assets							
- plant and equipment	799,254	879,600			45,660	925,260	86%
- land and buildings	1,242,772	112,000	997,182	148,150	52,810	1,310,142	95%
- Roads, Bridges, Footpaths	864,738	190,000	845,543	114,157	399,901	1,549,601	56%
- infrastructure	276,303	250,000	376,762			626,762	44%
- other new assets	195,286	473,850	57,000	15,000		545,850	36%
Renewals (Replacement)							
- plant and equipment	522,212	1,265,700			23,912	1,289,612	40%
- land and buildings	97,160	157,000	155,937	65,018	20,144	398,099	24%
- Roads, Bridges, Footpaths	5,802,731	10,493,421	4,812,648		1,685,913	16,991,982	34%
- infrastructure	870,156	85,000	1,500,387		80,000	1,665,387	52%
- other asset renewals			45,000			45,000	
Loan Repayments (Principal)							
- renewals	175,927	322,800				322,800	55%
- new assets							
TOTAL CAPITAL EXPENDITURE	10,846,539	14,229,371	8,790,459	342,325	2,308,340	25,670,495	42%

Cap QBRS Stat 2020

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<u>GENERAL FUND</u>							
1.COMMUNITY							
<i>Emergency Services and Fire Protection</i>							
RFS Crookwell - New Shed Construction - s94	445		3,500			3,500	13%
RFS Crookwell Bush Fire Brigade Equipment - s94					14,000	14,000	
RFS Blakney Creek Fire Station Roller Doors - s94	5,136			5,136		5,136	100%
RFS Gunning Bush Fire Brigade Assets - s94	8,844			3,882	4,962	8,844	100%
RFS Binda Bush Fire Brigade Assets - s94	1,182				1,182	1,182	100%
<i>Animal Control</i>							
<i>Health Services, Medical Centres, Aged, Disabled and Community Services</i>							
<i>Public Libraries</i>							
Crookwell and Gunning Libraries - Computers and Printers	8,360	8,800				8,800	95%
Crookwell and Gunning Libraries - Laptop & Data Projector	3,625	5,000				5,000	73%
Crookwell and Gunning Libraries - Office Equipment, Furniture & Fittings		5,000				5,000	
Gunning Library - Roof Replacement and Structural Repairs		15,000	35,937			50,937	
Spydus NSW State Library grant expense	1,208						
<i>Public Halls, Cultural Services, Community Centres and Museums</i>							
Bigga Memorial Hall - Water Tank Replacement	2,161	4,000				4,000	54%
Gunning Court House - Disabled Access Ramp	11,337	40,000				40,000	28%
Pye Cottage Museum - Rewire Electrical System to Meet Australian Standards	2,815	8,000				8,000	35%
Tuena Hall Recreation Area - Access Ramp to Disabled Toilets	7,827	22,000				22,000	36%
Tony Foley Centre - Painting & Toilet Upgrade (transfer from reserve)			46,000			46,000	
SCCF2 Breadalbane Hall Pergola	44,980				44,980	44,980	100%
Taralga Masonic Hall - Path	2,913		3,500			3,500	83%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<i>Swimming Pools</i>							
Crookwell & Gunning Swimming Pools Capital Plan (consultancy and Implementation)	2,500	30,000				30,000	8%
Gunning Swimming Pool step access to pool	7,750		25,000			25,000	31%
Crookwell Swimming Pool upgrade + heated pool planning				40,000		40,000	
<i>Sporting Grounds and Parks & Gardens</i>							
Memorial Oval Upgrade 2018/2019	725,152		684,182			684,182	106%
Goodhew Park Improvements/Upgrade 2018/2019 Grant Works	4,657						
Kiamma Cr/Pat Cullen Res Entrance Improvements	11,993		15,000			15,000	80%
SCCF2 Lights Football Action	131,218			148,150		148,150	89%
SCCF2 Active Village Projects	298,961		300,000			300,000	100%
Total Community Expenditure	1,283,063	137,800	1,113,119	197,168	65,124	1,513,211	85%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<u>GENERAL FUND</u>							
2. ENVIRONMENT							
<i>Town Planning and Development Control</i>							
Gas Pipeline Feasibility Study		100,000				100,000	
Section 94 Plan Update s94			45,000			45,000	
<i>Housing</i>							
Staff Accommodation Capital Replacements/Improvements (3 Houses)	1,099	15,000				15,000	7%
<i>Environmental Systems and Protection</i>							
<i>Noxious Weeds Control</i>							
GPS Units	727	2,000				2,000	36%
Spray Pumps		8,000				8,000	
<i>Building Control</i>							
Administration Offices - Fob Keys and Software Upgrade		3,000				3,000	
Total Environment Expenditure	1,826	128,000	45,000			173,000	1%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
GENERAL FUND							
3. ECONOMY							
<i>Financial Services</i>							
Loans - Principal Reduction (Former Crookwell Loan 168 - Finalised 6/4/2021)	13,708	28,100				28,100	49%
Loans - Principal Reduction (Bridges Loan 172 - Finalised 23/12/2024)	53,993	110,300				110,300	49%
Loans - Principal Reduction - (Crookwell Memorial Oval Loan 173)	43,338	69,200				69,200	63%
<i>Administration and Corporate Support</i>							
Crookwell Administration Office - Disabled Ramp to Main Reception	7,837	50,000				50,000	16%
Administration Building - Improvements (Gunning)	15,912			16,000		16,000	99%
Crookwell Office carpark - seal	33,112		34,000			34,000	97%
New Council Chambers-Community& Civic Centre (Transfer from Reserves)	7,830				7,830	7,830	100%
<i>Information Technology</i>							
IT - Windows Office 2016 Upgrade	35,965	38,400				38,400	94%
IT - Software - (Acrobat & Antivirus, etc.)	6,979	12,200				12,200	57%
IT - Hardware 24 x PCs + 1 x Laptop + 2 x IT PCs	60,996	61,300				61,300	100%
IT - Replace (UPS) Equipment (incl Phones & Microwave units)	2,065	23,000				23,000	9%
IT - Replace Printers	910	5,300				5,300	17%
IT - Additional Monitors	3,759	3,000				3,000	125%
IT - Network Improvements	5,030	15,000				15,000	34%
IT - Network Improvements - Emergency Network Switch	11,454	32,000				32,000	36%
IT - Design Engineer & Trainees - PC for Civilcad + CRM implementation	20,124	5,200		15,000		20,200	100%
IT - Servers Replacement/Upgrade		25,000				25,000	
IT - Servers Memory Upgrades		5,000				5,000	
IT - VEEM Software		3,000				3,000	
IT - SAN - Storage for Production Virtual Server 22TB		55,000				55,000	
IT - Smart Phones (5) - iPhones - Management & Mayor		1,500				1,500	
IT - iPads Replacements		10,200				10,200	

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
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IT - Smart Phones - (12 Replacements 2021/2022)	5,133	20,250				20,250	25%
IT - Telephone System Handset Additions & Replacements	3,849	5,000				5,000	77%
IT - Hardware - A2 Printer/Scanner	2,697	15,700				15,700	17%
IT - Electronic Stamping Software for Online Lodgement		9,000				9,000	
Council Chambers Audiobility/Webcasting	8,891		11,000			11,000	81%
Microwave Communication Network Council Offices	11,359						
Redground Heights hub repeater - mobile phone system			6,000			6,000	
ePlanning Suite - Implementation & Integration			40,000			40,000	
IT - Civica Bus Portal Migration/Authority Upgrade	2,155						
<i>Caravan Parks</i>							
Crookwell - Renew Electrical Switchboard & Water Supply Upgrade		30,000				30,000	
<i>Tourism Promotion and Business</i>							
Christmas Deco Equip Install - Goulburn St Crookwell	4,274		6,000			6,000	71%
Total Economy Expenditure	361,368	632,650	97,000	31,000	7,830	768,480	47%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
GENERAL FUND AND DWM FUND							
4. INFRASTRUCTURE							
<i>Roads, Bridges, Cycleways, Footpaths and Kerb and Guttering</i>							
<i>Urban Local Roads</i>							
<u>Urban Unsealed Rd - Road Reconstruction and Sealing</u>							
Yass Street - (Park Street to Copeland Street) - Gunning	331	40,000				40,000	1%
<u>Urban Sealed Rd - Road Pavement Rehabilitation</u>							
Robertson Lane - (Park Street to East Street) - Crookwell		310,000				310,000	
Urban Sealed Roads - Bitumen Resealing	57,930	110,000				110,000	53%
<i>Roads to Recovery</i>							
2019/2020 Roads to Recovery Program \$1,203,046							
- Gravel Resheeting - \$733,046							
- Rural Sealed Roads - Pavement Rehabilitation & Reseal - \$270,000							
- Grubine Road - \$200,000							
- Timber Bridge Replacement - \$NIL							
New 5 year program from 1 July 2019 \$1,203,046 per annum.							

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
Roads to Recovery - Local Roads Gravel Resheeting Program	358,091	733,046			-155,577	577,469	62%
Brayton Road	36,700	27,000				27,000	
Castle Hill Rd		27,000				27,000	
Clarevale Rd	7,854	13,500				13,500	
Fish River Road		15,301			-15,301		
Fullerton Road	13,323	27,000				27,000	
Glenerin Rd	24,824	29,359				29,359	
Gorham Lane	831	29,531			-29,531		
Greenmantle Road		27,000			-27,000		
Jerrong Road		1,499				1,499	
Julong Road		54,000			-54,000		
Lost River Road	12,063	27,000				27,000	
Maryvale Rd		54,000				54,000	
Mt Rae Road		27,000				27,000	
Oolong Rd	33,669	40,500				40,500	
Pejar Road	34,910	27,000				27,000	
Pudman Ck Rd	15,816	27,000				27,000	
Redground Heights		14,555			-14,555		
Redground Road		27,000				27,000	
Rhyanna Road	7,854	27,000			-15,190	11,810	
Rugby Rd	48,211	48,211				48,211	
Sapphire Road	54,590	54,590				54,590	
Towrang Road	24,597	27,000				27,000	
Tyrl Tyrl Road	1,553	27,000				27,000	
Walkoms Lane	11,702	27,000				27,000	
Wheeo Road	29,595	27,000				27,000	

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
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<u>Roads to Recovery - Rural Sealed Road Pavement Rehabilitation</u>							
Sapphire Road (MR52 end)		270,000			-270,000		
Wheeo Road R2R Funded					756,173	756,173	
Roads to Recovery - Grabine Road Construction - R2R Funding	200,000	200,000				200,000	100%
<u>Rural Local Roads</u>							
Grabine Road Construction - Total of \$1.6m over 4 Years (Tranche 2 Special Grant - 50% Funding \$800,000 2016/2017 to 2019/2020) (16/17 \$200k, 17/18 \$200k (deferred to 18/19), 18/19 \$200k, 19/20 \$200k)	267,198	200,000				200,000	134%
Grabine Road Construction - Total of \$3.5m over 2 years (Total \$3.5m - Growing Local Economy Fund Grant \$3.3m & ULSC \$200k)		1,121,500				1,121,500	

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<u>Gravel Resheeting Rural Local Roads (Transfer from Sec. 94 Reserve)</u>	155,641	400,000				400,000	39%
<u>Roads Scheduled for Gravel Resheeting</u>							
Bannister Lane	23,595	28,000				28,000	
Collector Rd	92,468	96,500				96,500	
East Street		15,265				15,265	
Fish River Road	120	11,699				11,699	
Glenierin Rd		11,141				11,141	
Harley Road		56,000				56,000	
Holloways Road		28,000				28,000	
Jerrara Road		28,250				28,250	
Jerrong Road		25,501				25,501	
Redground Heights		12,445				12,445	
Rugby Rd	34,206	46,289				46,289	
Sapphire Road	5,254	12,910				12,910	
Snipe Flat Road		28,000				28,000	
Rural Local Sealed Road - Bitumen Resealing (30 year cycle)	227,657	500,000				500,000	46%
Rural Local Road - Safety Improvements		25,000				25,000	

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<i>Regional Roads</i>							
Resealing Program (RMS Block Grant Funded)	265,993	427,000				427,000	62%
Boorowa Road MR248W - Shoulder Improvements & Guardrail (100% Grant Funded)	2,789	495,537				495,537	1%
Reconstruction - MR258 - Wombeyan Caves Road	110,986	1,278,000				1,278,000	9%
Total project cost \$5,028,000 / Growing Local Economies Fund Grant \$2,428,000 / Building Better Regions Fund Grant \$2,500,000 / Council \$100,000							
Rehabilitation - MR248E - Laggan Road (Part Grant Funded)	476,171	745,000	109,542			854,542	56%
(\$311,000 RMS REPAIR Grant Funded/\$311,000 Council Funded/\$123,000 RMS 3x3 Grant Funded)							
Higher Productivity Heavy Vehicles Network Enhancements (Block Grant Funded)		85,700				85,700	
Heavy Vehicle - Livestock Loading Access & Tree Trimming (Block Grant Funded)		50,000				50,000	
Grabben Gullen Rd MR52 - Blackspot Program	5,309	389,450				389,450	1%
<i>Regional Roads Timber Bridge Replacement Program</i>							
MR 248E - Timber Bridge Replacement - Kiamma Creek	331,180	1,062,460				1,062,460	31%
(Restart NSW Grant (State Govt.) \$531,230 / Federal Bridges Renewal Program Grant \$450,000 / B)							
MR256 - Abercrombie Bridge Replacement (Grant funded)	350,310		585,183			585,183	60%
Bridge- MR248W Boorowa R/Wheeo Ck (Reg/Sld/Con) (RMS Block Grant funded)	5,743						
Bridge- MR248W Boorowa R/OM Gunyah Ck (Reg/Sld/Con) (RMS Block Grant funded)	3,017						

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Local Roads Bridge Program							
Bridge - Woodville Road/Crookwell Riv (Local/Uns/Tim) - replacement + bypass	184,672	589,721				589,721	31%
Bridge - Kangaloolah Rd/Diamond Ck (Local/UnS/Tim) - replacement + bypass	137,857	1,121,007				1,121,007	12%
Bridge - Julong Rd 1/Crookwell Riv (Local/UnS/Tim) - replacement + bypass	406,641	340,000	43,398			383,398	106%
Bridge - Peelwood Rd/unnamed Ck (Local/UnS/Tim) - replacement	209,268		189,296			189,296	111%
Harley Road Bridge over Kiamma Creek Replacement	295,409		272,465			272,465	108%
Bridge - Bigga Rd/Kangaroo Ck (Local/Sld/Tim) - replacement + bypass	134,919		2,023,533		-93,533	1,930,000	7%
Bridge - Blue Hills Rd/Monkey Ck (Local/UnS/Tim) - bypass	85,351		96,421			96,421	89%
Bridge - Cooksvale Rd/Peelwood Ck (Local/UnS/Tim) - bypass	152,956		158,869			158,869	96%
Bridge - Jeffreys Rd/Bridgy Ck (Local/UnS/Tim) - replacement	229,385		241,888			241,888	95%
Bridge - Julong Rd 2/Crookwell Riv (Local/UnS/Tim) - bypass	134,311		139,303			139,303	96%
Bridge - Reids Flat Rd 2/Coates Ck (Local/UnS/Tim) - replacement	384,034		297,877			297,877	129%
Bridge - Willcox Rd/Clifford's Ck (Local/UnS/Tim) - replacement + bypass	282,601		322,664			322,664	88%
Bridge - Reids Flat Rd/Lachlan Riv (Loc/UnS/Con)	1,697						
Bridge - Peelwood Rd/Peelwood Ck (Local/UnS/Tim) - bypass + replacement (Droug	270,290		175,496		1,448,850	1,624,346	17%
Bridge - Arthursleigh Rd/Sandy Ck (Local/UnS/Tim) - replacement	72,992		156,711			156,711	47%
Footpaths and Cycleways							
Traffic & Transport Cycleway Program - Carrington Street Crookwell - Northcott St to		20,000				20,000	
Traffic & Transport Cycleway Program - Carrington Street Crookwell - Laggan Rd to d		40,000				40,000	
Footpath/Cycleway Capital Renewal Program (100% ULSC Funded)	7,741	20,000				20,000	39%
Tuena Creek Foot Bridge	2,000						
Traffic & Transport Cycleway Prog Lorn St Collector	65,765		161,000			161,000	41%
SCCF project-PAMP footpath Gunning, Laggan, Taralga	370,663		298,559			298,559	124%
SCCF project- Re-energising Collector community	222,012		213,376			213,376	104%
SCCF project - Pat Cullen Reserve footbridge (part s94)	135,348		85,725	76,012		161,737	84%
SCCF projects - Clifton Park community pathway	16,769			38,145		38,145	44%
PAMP Saleyards Rd share path (Drought Communities)					206,783	206,783	
PAMP Adam St Gunn share path (Drought Communities)					75,383	75,383	
SCCF2 Pedestrian Access & Mobility Plan 1st Priority	46,440				117,735	117,735	39%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
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<i>Kerb and Guttering</i>							
Kerb & Gutter Design - King Rd - (Laggan Road to Crown Street)		60,000				60,000	
Kerb and Gutter Rehabilitation - Colyer Street (Memorial Oval to Wade Street)		50,000				50,000	
<i>Other Infrastructure</i>							
Towns & Villages Streetscape Investigation & Program	193,745	150,000	237,007			387,007	50%
School - Rural Bus Stops - (Grant Funded)		14,000				14,000	
Bus Stop - Rye Park Rd/Blakney Ck	9,804	16,000				16,000	61%
Traffic & Parking Study and Plan		60,000				60,000	
Bus Shelters in Gunning and Dalton			20,000			20,000	
Taralga RV Parking			53,000			53,000	
Bus Stop - Bigga	16,306		10,000			10,000	163%
Bus Stop - Taralga	9,461		10,000			10,000	95%
Bus Stop - Binda	13,266		10,000			10,000	133%
<i>Waste Centres, Rubbish Tips and Street Cleaning</i>							
Gunning Landfill Design & Investigation		50,000				50,000	
Gunning Transfer Station - New Attendant Hut		15,000				15,000	
Village Transfer Stations Upgrades		20,000				20,000	
Landfill Amenities Improvements	838,738		1,500,387			1,500,387	56%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<i>Public Cemeteries</i>							
Stonequarry Cemetery - Columbarium		10,000				10,000	
Stonequarry - Heritage Unmarked Graves	32,764		36,755			36,755	89%
<i>Stormwater and Drainage</i>							
<i>Public Conveniences and Amenities</i>							
Clifton Park Toilet Block Construction	958						
<i>Engineering, Purchasing and Works Supervision</i>							
Depot Building Improvements	31,418				80,000	80,000	39%
<i>Plant and Equipment Operations</i>							
Total Plant Replacement Program	770,254	879,600				879,600	88%
Motor Vehicle Net Replacement Cost - (see Motor Vehicle Schedule)	770,254	222,600				222,600	
Heavy Plant Fleet Net Replacement Cost - (see Plant Schedule)		653,000				653,000	
Workshop Plant and Tools		4,000				4,000	
<i>Domestic Waste Management (DWM)</i>							
DWM Plant Net Replacement Cost - (see Plant Schedule)	372,528	493,000				493,000	76%
Total Infrastructure Expenditure	8,956,711	12,391,021	7,448,457	114,157	2,165,814	22,119,448	40%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<u>WATER SUPPLY FUND</u>							
<i>Crookwell Water Supply Fund</i>							
Loan Principal Reduction (Former Crookwell Loan 163W - Finalised 24/4/2022)	29,676	60,400				60,400	49%
Mains Replacement - General		150,000				150,000	
Water Treatment Plant - Concrete Pavement	10,146	30,000				30,000	34%
Water Treatment Plant - Chlorine Storage Shed		10,000				10,000	
Water Quality Improvements		60,000				60,000	
Bore Standpipe Avdata Measuring Devices	29,000				45,660	45,660	64%
<i>Gunning Water Supply Fund</i>							
Mains Replacement		60,000				60,000	
Storage Dam - Aeration System		57,000				57,000	
<i>Dalton Water Supply Fund</i>							
Mains Replacements		30,000				30,000	
<i>Taralga Water Supply Fund</i>							
Loan Principal Reduction (Loan 170 - Finalised 9/2/2037)	13,253	13,300				13,300	100%
Mains Replacements	7,441	50,000				50,000	15%
Emergency Backup Well Connections		20,000				20,000	
Taralga Water Supply Upgrade	23,912				23,912	23,912	100%
Total Water Supply Services Expenditure	113,428	540,700			69,572	610,272	19%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<u>SEWERAGE FUND</u>							
<i>Crookwell Sewerage Fund</i>							
Loan Principal Reduction (Former Crookwell Loan 163S - Finalised 24/4/2022)	18,864	38,400				38,400	49%
Sewerage Pumping Station Upgrades/ pump replacements		10,000				10,000	
Mandatory EPA Audit Improvements		20,000				20,000	
Emergency Backup Generator	89,960	93,500				93,500	96%
Replacement of Baffle Wall in Maturation Pond		91,200				91,200	
Kennedy St Pump PLC Controller Update	15,371						
Sewerage Treatment Plant - Internal Roads			86,883			86,883	
<i>Gunning Sewerage Fund</i>							
Sewerage Treatment Plant - Odour Control System		47,000				47,000	
Sewerage Treatment Plant - Shipping Container & Location Pad	2,853	7,000				7,000	41%
Pump Stations - Replace Manhole Cover		12,000				12,000	
<i>Taralga Sewerage Fund</i>							
Loan Principal Reduction (Loan 170 - Finalised 9/2/2037)	3,095	3,100				3,100	100%
Sewerage Treatment Plant - Storage Shed		27,000				27,000	
Sewerage Treatment Plant - Land - Boundary Adjustment Acquisitions		25,000				25,000	
Sewerage Treatment Plant - Construct Sludge Lagoon		25,000				25,000	
Total Sewerage Services Expenditure	130,143	399,200	86,883			486,083	27%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL EXPENDITURE BUDGET - 2019/2020 Capital Expenditure - Acquisition/Renewal of Assets (Actual YTD figures includes creditor commitments)							
Job Description	Actual Expenditure	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
GENERAL FUND							
5. CIVIC LEADERSHIP							
<i>Real Estate Development</i>							
Total Civic Leadership Expenditure							
Total Capital Works Expenditure	10,846,539	14,229,371	8,790,459	342,325	2,308,340	25,670,495	42%
Capital Works Funding by Fund:-							
General Fund Expenditure	10,230,440	12,796,471	8,703,576	342,325	2,238,768	24,081,140	42%
DWM Fund Expenditure	372,528	493,000				493,000	76%
Water Supply Funds Expenditure	113,428	540,700			69,572	610,272	19%
Sewerage Funds Expenditure	130,143	399,200	86,883			486,083	27%
Total of All Funds Expenditure	10,846,539	14,229,371	8,790,459	342,325	2,308,340	25,670,495	42%
Capital Works Funding by Source:-							
Transfer from Reserves	3,274,417	493,000	2,884,841	204,150	244,893	3,826,884	86%
Section 94/64	256,973	410,000	221,108	85,030	20,144	736,282	35%
Grants and Contributions - Capital	3,160,496	5,701,577	2,323,552	38,145	1,162,731	9,226,006	34%
Loans and Borrowings	1,624,850	1,195,868	2,990,000			4,185,868	39%
Total Capital Works Funded by Capital Income	8,316,736	7,800,445	8,419,501	327,325	1,427,768	17,975,039	46%
Grants and Contributions - Operating	826,873	1,969,976				1,969,976	42%
Recurrent Revenue	1,702,931	4,458,950	370,958	15,000	880,572	5,725,480	30%
Total Capital Works Funding	10,846,539	14,229,371	8,790,459	342,325	2,308,340	25,670,495	42%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
GENERAL FUND							
1.COMMUNITY							
<i>Emergency Services and Fire Protection</i>							
RFS Crookwell Brigade Equipment (Transfer from s94 Reserves)	445		3,500		14,000	17,500	3%
RFS Blakney Creek Fire Station Roller Doors (Transfer from s94 Reserves)	5,136			5,136		5,136	100%
RFS Gunning Bush Fire Brigade Assets (Transfer from s94 Reserves)	8,844			3,882	4,962	8,844	100%
RFS Binda Bush Fire Brigade Assets (Transfer from s94 Reserves)	1,182				1,182	1,182	100%
<i>Animal Control</i>							
<i>Health Services, Medical Centres, Aged, Disabled and Community Services</i>							
<i>Public Libraries</i>							
Gunning Library Renovations (Transfer from Reserves)			35,937			35,937	
<i>Public Halls, Cultural Services, Community Centres and Museums</i>							
Tony Foley Centre - Capital Improvements (Transfer from Reserves)			46,000			46,000	
SCCF2 Breadalbane Hall Pergola	22,110				57,940	57,940	38%
<i>Sporting Grounds and Parks and Gardens</i>							
Crookwell Memorial Oval Contributions	1,000						
Memorial Oval Upgrade 2018/2019 (\$60K balance Grant funding)	60,000		60,000			60,000	100%
Memorial Oval Upgrade 2018/2019 (\$310K Transfer from Reserves)	310,000		310,000			310,000	100%
Kiamma Creek Landcare Group (partly Grant funded)	10,000		10,000			10,000	100%
SCCF2 Sportgrounds: Lights Football Action and Crookwell Memorial Oval Fit-Out (Transfer from U	148,150			148,150		148,150	100%
SCCF2 Active Villages Project: Dalton, Collector, Gunning and Taraiga (100% Grant funded)	263,900		300,000			300,000	88%
<i>Swimming Pools</i>							
Gunning Swimming Pool step access to pool (Transfer from Reserves)	7,750		25,000			25,000	31%
Crookwell Swimming Pool upgrade + heated pool planning (Transfer from Reserves)				40,000		40,000	
Total Community Income	838,517		790,437	197,168	78,084	1,065,690	79%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
GENERAL FUND							
2. ENVIRONMENT							
<i>Town Planning and Development Control</i>							
Gas Pipeline Feasibility Study		100,000				100,000	
Section 94 Plan Update s94 (Transfer from Reserves)			45,000			45,000	
<i>Section 94 - Development Contributions</i>							
Open Space	35,588	25,100				25,100	142%
Bushfire	28,648	22,900				22,900	125%
Community Facilities/Amenities	61,651	45,900				45,900	134%
Roads/Traffic Construction	676,499	316,900				316,900	213%
Extractive Industries	10,921	10,000				10,000	109%
Plan Administration	8,356	5,600				5,600	149%
<i>Housing</i>							
<i>Environmental Systems and Protection</i>							
<i>Noxious Weeds Control</i>							
<i>Building Control</i>							
Total Environment Income	821,663	526,400	45,000			571,400	144%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
GENERAL FUND							
3. ECONOMY							
<i>Financial Services</i>							
<i>Administration and Corporate Support</i>							
Crookwell Office carpark - seal (Transfer from Reserves)	33,112		34,000			34,000	97%
Administration Building - Improvements (Gunning) (Transfer from Reserves)	15,912			16,000		16,000	99%
New Council Chambers-Community& Civic Centre (Transfer from Reserves)	7,830				7,830	7,830	100%
<i>Information Technology</i>							
ePlanning Suite - Implementation & Integration (Transfer from Reserves)			40,000			40,000	
Council Chambers Audiobility/Webcasting (Transfers from Reserves)	8,891		11,000			11,000	81%
IT - Civilcad + CRM implementation (Transfers from Reserves)	15,000			15,000		15,000	100%
<i>Caravan Parks</i>							
<i>Tourism Promotion and Business</i>							
Christmas Deco Equip Install - Goulburn St Crookwell (Transfer from Reserves)	4,274		6,000			6,000	71%
Total Economy Income	85,018		91,000	31,000	7,830	129,830	65%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<u>GENERAL FUND AND DWM FUND</u>							
4. INFRASTRUCTURE							
<i>Roads, Bridges, Cycle ways, Footpaths and Kerb and Guttering</i>							
<i>Urban Local Roads</i>							
<i>Rural Local Roads</i>							
Grabine Road Construction - Total of \$1.6m over 4 Years (Tranche 2 Special Grant - 50% Funding)		200,000				200,000	
Grabine Road Construction - Total of \$3.5m over 3 Years (Total \$3.5m - Growing Local Economy Fund Grant \$3.3m & ULSC \$200k)		1,054,500				1,054,500	
Gravel Resheeting Roads (Transfer from Sec. 94 Reserve)	155,641	400,000				400,000	39%
<i>Regional Roads</i>							
Boorowa Road MR248W - Shoulder Improvements & Guardrail (100% NSW Safer Roads Program Grant)		495,537				495,537	
Reconstruction - MR258 - Wombeyan Caves Road Total project cost \$5,028,000 / Growing Local Economies Fund Grant \$2,428,000 / Building Better Regions Fund Grant \$2,500,000 / Council \$100,000		1,245,000				1,245,000	
Rehabilitation - MR248E - Laggan Road (Part REPAIR Grant Funded)		311,000				311,000	
Rehabilitation - MR248E - Laggan Road (Transfer from Reserves)	109,542		109,542			109,542	100%
Grabben Gullen Rd MR52 - Blackspot Program		389,450				389,450	
<i>Regional Roads Timber Bridge Replacement Program</i>							
MR 248E - Timber Bridge Replacement - Kiamma Creek (Restart NSW Grant (State Govt.) \$531,230 / Federal Bridges Renewal Program Grant \$450,000 / Block Grant \$81,230) (Federal Bridges Renewal Program Grant \$450,000) (Block Grant \$81,230)		981,230				981,230	
MR256 - Abercrombie Bridge Replacement (100% grant funded)	491,322		585,183			585,183	84%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
Local Roads Bridge Program							
Crookwell River (Woodville Road) - 50% Bridge Renewal Grant portion		294,860				294,860	
Crookwell River (Woodville Road) - 50% Loan portion		294,861				294,861	
Diamond Creek Bridge (Kangaloolah Road) - 50% Bridge Renewal Grant portion		560,000				560,000	
Diamond Creek Bridge (Kangaloolah Road) - 50% Loan portion		561,007				561,007	
No.1 Crookwell River Bridge (Julong Road) (Loan funding re-allocated)		340,000	-340,000				
Bridge - Bigga Rd/Kangaroo Ck (Local/Sld/Tim) - replacement + bypass (100% loan funded)			1,930,000			1,930,000	
Harley Road Bridge over Kiamma Creek - replacement (Tfr from Works Contingency Reserve)	295,409		272,465			272,465	108%
Peelwood Rd/Peelwood Ck - replacement (Drought Communities Fund \$718K, Council \$731K)	500,000				718,000	718,000	70%
Bridges - Sidetrack Bypasses (\$856K Res 232/19) (balance funding from unrestricted cash)							
(Transfer from Works Contingencies Reserve \$310K)			310,000			310,000	
(Transfer from s94 Reserve \$200K)			200,000			200,000	
Bridge - Willcox Rd/Clifford's Ck (Local/UnS/Tim) - bypass							
Bridge - Bigga Rd/Kangaroo Ck (Local/Sld/Tim) - replacement + bypass							
Bridge - Julong Rd 1/Crookwell Riv (Local/UnS/Tim) - bypass							
Bridge - Cooksvale Rd/Peelwood Ck (Local/UnS/Tim) - bypass							
Bridge - Peelwood Rd/Peelwood Ck (Local/UnS/Tim) - bypass							
Bridge - Blue Hills Rd/Monkey Ck (Local/UnS/Tim) - bypass							
Bridge - Julong Rd 2/Crookwell Riv (Local/UnS/Tim) - bypass							
Bridges - Replacements (Res 232/19) (New Loan \$1.4m)			1,400,000			1,400,000	
Bridge - Arthursleigh Rd/Sandy Ck (Local/UnS/Tim) - replacement			156,711			156,711	
Bridge - Jeffreys Rd/Bridgy Ck (Local/UnS/Tim) - replacement			241,888			241,888	
Bridge - Julong Rd 1/Crookwell Riv (Local/UnS/Tim) - replacement + bypass			252,314			252,314	
Bridge - Peelwood Rd/unnamed Ck (Local/UnS/Tim) - replacement			189,296			189,296	
Bridge - Reids Flat Rd 2/Coates Ck (Local/UnS/Tim) - replacement			297,877			297,877	
Bridge - Willcox Rd/Clifford's Ck (Local/UnS/Tim) - replacement + bypass			261,914			261,914	

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<i>Footpaths and Cycleways</i>							
Traffic & Transport Cycleway Program - Carrington Street Crookwell - Laggan Rd to Crookwell River		40,000				40,000	
SCCF1 Crookwell Showground Upgrade (Grant funded, final payment)	383,056						
SCCF1 Clifton Park Community Connections pathway (Grant funded, final payment)	38,145			38,145		38,145	100%
SCCF1 project-PAMP footpath Gunning, Laggan, Taralga (100% grant funded)	113,680		298,559			298,559	38%
SCCF1 project- Re-energising Collector community (Grant funded portion)	72,600		147,400			147,400	49%
SCCF1 project- Re-energising Collector community (s94 Developer Cont funded portion)			50,976			50,976	
Pumpkin Festival Committee - Re-energising Collector community	15,000		15,000			15,000	100%
SCCF1 project - Pat Cullen Reserve footbridge (Grant and s94 funded)	76,012		85,725	76,012		161,737	47%
Traffic & Transport Cycleway Prog Lorn St Collector (Transfer from Reserves)			161,000			161,000	
PAMP shared pathways - Drought Communities Fund projects (100% Grant funded)					282,000	282,000	
SCCF2 Pedestrian Access & Mobility Plan 1st Priority (100% Grant Funded)					117,735	117,735	
<i>Kerb and Guttering</i>							
<i>Other Infrastructure</i>							
School - Rural Bus Stops - (Grant Funded)		30,000				30,000	
Towns & Villages Streetscape Investigation & Program (Transfer from Reserves)	193,745		237,007			237,007	82%
Bus Shelters in Gunning & Dalton from Streetscape Project (CPTIG Grant)			20,000			20,000	
Taralga RV Parking (Transfer from Reserves)			53,000			53,000	
Bus Stop - Bigga (Transfer from Reserves)	16,306		10,000			10,000	163%
Bus Stop - Taralga (Transfer from Reserves)	9,461		10,000			10,000	95%
Bus Stop - Binda (Transfer from Reserves)	13,266		10,000			10,000	133%
<i>Waste Centres, Rubbish Tips and Street Cleaning</i>							
Crookwell Landfill Remediation - EPA Requirement (Tip Remediation Reserve)	838,738		1,500,387			1,500,387	56%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<i>Public Cemeteries</i>							
Stonequarry Cemetery - Columbarium (s94)		10,000				10,000	
Stonequarry - Heritage Unmarked Graves (100% Grant funded - Veolia Mulwaree + Taraiga Windfarm CEP)	16,141		36,755			36,755	44%
<i>Stormwater and Drainage</i>							
<i>Public Conveniences and Amenities</i>							
<i>Engineering, Purchasing and Works Supervision</i>							
<i>Plant and Equipment Operations</i>							
<i>Domestic Waste Management (DWM)</i>							
Section 94 Contribution - Garbage Disposal and Facilities	22,527	16,000				16,000	141%
DWM Plant - Net Replacement Cost (Transfer from Reserve)	372,528	493,000				493,000	76%
Total Infrastructure Income	3,733,118	7,716,445	7,102,999	114,157	1,117,735	16,051,336	23%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
WATER SUPPLY FUND							
<i>Crookwell Water Supply Fund</i>							
Water Section 64 Development Contributions	26,426	27,400				27,400	96%
<i>Gunning Water Supply Fund</i>							
Water Section 64 Development Contributions	76,353	16,200				16,200	471%
<i>Dalton Water Supply Fund</i>							
Water Section 64 Development Contributions		2,300				2,300	
<i>Taralga Water Supply Fund</i>							
Water Section 64 Development Contributions	4,075	9,900				9,900	41%
Taralga Water Supply Upgrade (Transfer from Reserves)	23,912				23,912	23,912	100%
Total Water Supply Services Income	130,766	55,800			23,912	79,712	164%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
SEWERAGE FUND							
<i>Crookwell Sewerage Fund</i>							
Sewerage Section 64 Development Contributions	15,613	21,800				21,800	72%
Sewerage Treatment Plant - Internal Roads (Transfer from Sec. 64 Reserve)			86,883			86,883	
<i>Gunning Sewerage Fund</i>							
Sewerage Section 64 Development Contributions	77,004	8,700				8,700	885%
<i>Taralga Sewerage Fund</i>							
Sewerage Section 64 Development Contributions	4,342	5,800				5,800	75%
Total Sewerage Services Income	96,959	36,300	86,883			123,183	79%
GENERAL FUND							
5. CIVIC LEADERSHIP							
<i>Real Estate Development</i>							
Total Civic Leadership Income							
Total Capital Grants and Contributions Income, Transfers from Reserves & Loans	5,706,041	8,334,945	8,116,319	342,325	1,227,561	18,021,151	32%

UPPER LACHLAN SHIRE COUNCIL DELIVERY PROGRAM CAPITAL INCOME BUDGET - 2019/2020 Grants and Contributions Provided for Capital Purposes							
Job Description	Actual Income	Original Budget Estimate 2019/2020	September Revotes & Reserves Transfers	December Revotes & Reserves Transfers	March Revotes & Reserves Transfers	Revised Total Budget	Actual/ Revised Budget %
<u>Direct Funding Towards Capital Works</u>							
Total Transfers from Reserves	2,431,315	493,000	3,226,338	71,000	31,742	3,822,080	64%
Total Section 94/64 Transfers from Reserve	15,607	410,000	290,383	9,018	20,144	729,545	2%
Total Loans		1,195,868	2,990,000			4,185,868	
Total Capital Grants and Contributions Income	2,211,116	5,701,577	1,609,598	262,307	1,175,675	8,749,158	25%
Total Direct Funding Towards Capital Works	4,658,038	7,800,445	8,116,319	342,325	1,227,561	17,486,651	27%
Total Section 94/64 Contributions Received - Not Funding This Years Capital Works	1,048,003	534,500				534,500	196%
Total Capital Grants and Contributions Income, Transfers from Reserves & Loans	5,706,041	8,334,945	8,116,319	342,325	1,227,561	18,021,151	32%
<u>Capital Income as per Income Statement</u>							
Total General Fund Income	5,083,261	7,733,845	8,029,436	342,325	1,203,649	17,309,256	29%
Total DWM Fund Income	395,055	509,000				509,000	78%
Total Water Funds Income	130,766	55,800			23,912	79,712	164%
Total Sewer Funds Income	96,959	36,300	86,883			123,183	79%
Total Capital Income as per Income Statement	5,706,041	8,334,945	8,116,319	342,325	1,227,561	18,021,151	32%

UPPER LACHLAN SHIRE COUNCIL



3RD QUARTER REVIEW OPERATIONAL PLAN – KEY PERFORMANCE INDICATORS *2019/2020*

31 MARCH 2020

PRINCIPAL ACTIVITIES - KEY PERFORMANCE INDICATORS (KPI)
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<u>FUNCTION (SERVICE)</u>	<u>PAGE NUMBER</u>
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Sporting Grounds and Parks and Gardens	7
Public Libraries	7
Emergency Services and Fire Protection	8
ENVIRONMENT	
Town Planning and Development Control	9
Building Control	9
Environmental Systems and Protection	10
Housing	10
Noxious Weeds Control	11
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ECONOMY	
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INFRASTRUCTURE	
Roads, Bridges, Footpaths, Cycleways, and Kerb and Guttering	20 - 21
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PRINCIPAL ACTIVITIES - KEY PERFORMANCE INDICATORS (KPI) continued

<u>FUNCTION (SERVICE)</u>	<u>PAGE NUMBER</u>
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Engineering, Purchasing and Works Supervision	25
Plant and Equipment Operations	26
Domestic Waste Management (DWM)	27
Water Supply Services	28
Sewerage Services	29
CIVIC LEADERSHIP	
Governance	30

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - COMMUNITY:
PRINCIPAL ACTIVITY - HEALTH SERVICES, MEDICAL CENTRES, AGED, DISABLED AND COMMUNITY SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Liaise with health care service providers within the Shire.	Facilitate leases for buildings.	1.1 - Support the retention of medical and health care facilities in the towns.	Achieved - Council owned building utilised for health care services in Crookwell and Gunning.
Support the Youth Council to promote youth engagement.	Report each year in the Annual Report.	1.4 - Retain the youth population demographic and provide appropriate facilities.	Being Achieved - reportable in June 2020.
Support the NSW Government rollout of the National Disability Insurance Scheme (NDIS).	Council review the Disability Inclusion Action Plan by December 2019.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Not Achieved – review pending.
Maintain a web based community directory.	Review annually.	1.7 - Social inclusion for all disparate communities.	Achieved

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - COMMUNITY:
PRINCIPAL ACTIVITY - PUBLIC HALLS, CULTURAL SERVICES, COMMUNITY CENTRES AND MUSEUMS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Review the Social and Community Plan 2013-2018 and Council to readopt by December 2019.	Report on actions every year in the Annual Report.	1.2 - Support provision of ageing population services and aged accommodation.	Not Achieved – review pending.
Implement Cultural Plan for Council.	Report on actions every year in the Annual Report	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Achieved - Cultural Plan 2017-2020 actions list reported in 2018/2019 Annual Report.

KPI	Performance Measure	Delivery Program Actions	Performance Status
		1.6 - Protect all significant heritage sites to preserve the diverse history of the Shire.	Achieved - Heritage grants endorsed by Council in October 2019.
Maintenance and management of Council public facilities.	Review Plan of Management for public buildings every five years.	1.8 - Manage and upgrade Council's public buildings and community centres.	Being Achieved - as per budget commitments. Plan of Managements are reviewed and completed, subsequent reviews are ongoing and reported to Council for endorsement.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - COMMUNITY:
PRINCIPAL ACTIVITY - ANIMAL CONTROL**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Registration of companion animals.	Monthly report to Office of Local Government.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - monthly reports submitted to the Office of Local Government.
Maintain a Complaint Handling Register.	Complaints investigated in accordance with Council's Enforcement Policy.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being Achieved – complaints investigated.
Maintain an Impounding Register.	Statistics reported in Annual Report.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - COMMUNITY:
PRINCIPAL ACTIVITY - SWIMMING POOLS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Swimming pool guidelines.	Annual review of guidelines.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – Council's Swimming Pool Operational Plan was updated prior to commencement of the season.
Water quality testing.	Daily testing and water sample compliance.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved – Water quality testing is undertaken prior to opening and during pool opening hours. Four (4) tests are completed at two hour intervals. Results are recorded, and corrective action taken, in compliance with Department of Health guidelines.
Swimming pool patronage numbers and financial report.	Report annually to Council.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Pending – swimming season commenced on 2 November 2019 and shorten by COVID-19 pandemic closure of facilities. Income and expenditure report and attendance patronage report will be provided to Council in June 2020.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - COMMUNITY:
PRINCIPAL ACTIVITY - SPORTING GROUNDS AND PARKS AND GARDENS**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Sports field maintenance and Playing Fields Committee meetings.	Report to Council annually.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved – report pending from the Infrastructure Delivery Area.
Prepare Plans of Management for land where Council is the trustee.	Review Plans every five years.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved - Council is developing an Asset Register in consultation with the NSW Lands and prepare plans of management over 3 years.
Towns and villages streetscape improvement program.	Develop designs for main street streetscape works.	1.8 - Manage and upgrade Council's public buildings and community centres.	Being achieved – Construction works have commenced.
Towns and villages mowing and maintenance program and fire risk minimisation. Improve maintenance of public parks facilities on weekends of special or community events.	Implement town beautification initiatives.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved – Townspersons working in towns and village including, Bigga, Gunning and Taralga as per the allocation of funds.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - COMMUNITY:
PRINCIPAL ACTIVITY - PUBLIC LIBRARIES**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Quarterly Reports for library services to Council.	Report to Council by deadline.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – Quarterly Reports for both branch libraries are prepared within a month of the end of the quarter.

KPI	Performance Measure	Delivery Program Actions	Performance Status
Complete NSW State Library Return of Local Priority Grant Report and Statement of Library Operations.	Completed by State Library deadline.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – Library Return was completed and sent to NSW State Library in November 2019.
Increase membership and number of library loans.	Increase by 1% per annum.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Achieved – statistics prepared by Library Manager for the 2018/2019 Annual Report. Council libraries closed to public on 23 March 2020 due to COVID-19.
Develop policies and guidelines for user access and use of technology in the libraries.	Become an operational eSmart Library by December 2019.	1.3 - Community services for young, aged, disabled, and people from diverse cultural backgrounds.	Pending – work has commenced and is to be completed by December 2020.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - COMMUNITY:
PRINCIPAL ACTIVITY - EMERGENCY SERVICES AND FIRE PROTECTION**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Maintain Section 94 Register for each individual Bushfire Brigade.	Annual audit of Section 94 Register.	1.8 - Manage and upgrade Council's public buildings and community centres.	Being achieved – Section 94 Register audit completed in 2018/2019.
Complete review of DISPLAN and creation of Consequence Management Guides.	Report to Council every two years.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved – EMPLAN (formerly known as DISPLAN) and Consequences Management Guide are completed and were reported to the Local Emergency Management Committee.
Complete review of RFS Service Level Agreement.	Council adoption in 2019/2020.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Not achieved – there is no current Service Level Agreement, discussions with RFS are yet to be finalised.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ENVIRONMENT:
PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare LEP amendments and submit to Department of Planning and Environment.	LEP Amendments submitted to Department of Planning and Environment for gateway approval in 2018/2019.	2.2 - Promote environmentally sustainable developments (ESD).	Being Achieved.
Review and implementation of Section 94 and Section 94A Development Contributions Plans.	Review of Section 94 Plans by December 2018 and annual audit of Section 94 Register.	2.4 - Pursue Section 94A Development Contributions payments for all State Significant - Designated Developments.	Being Achieved – Working paper distributed. Councillor workshop pending.
Section 355 Committees of Council commence operations to facilitate the Community Enhancement Fund (CEF).	CEF agreements signed. Funds distributed annually. Committees resourced to benefit target communities.	2.4 - Pursue Section 94A Development Contributions payments for all State Significant - Designated Developments.	Achieved – Gullen Range Wind Farm, Cullerin Range Wind Farm and Taralga Windfarm CEP project funding has been allocated for 2019/2020.
Completion and issue of Section 149 Certificates.	Complete within 7 days.	2.2 - Promote environmentally sustainable developments (ESD)	Achieved.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ENVIRONMENT:
PRINCIPAL ACTIVITY - BUILDING CONTROL**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Ensure ongoing accreditation of Building Surveyors is maintained.	Minimum CPD points are obtained annually.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved.
Construction Certificate (CC) assessment and determination	Determine 80% of CC's within 30 days.	2.2 - Promote environmentally sustainable developments (ESD).	Not achieved - 70% of CC's were determined within 30 days for the period of 1 January 2020 to 31 March 2020.
Council retain a Register of Fire Safety Statements for Class 2 to 9 buildings.	Annually review the Register for currency.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved – annual review of register completed and follow up reminder letters sent 13 November 2019.
Development Application (DA) assessment and determination.	Determine 80% of DA's within 40 days.	2.2 - Promote environmentally sustainable developments (ESD).	Not achieved - 65% of DA's were determined within 40 days for the period of 1 January 2020 to 31 March 2020.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ENVIRONMENT:
PRINCIPAL ACTIVITY - ENVIRONMENTAL SYSTEMS AND PROTECTION**

KPI	Performance Measure	Delivery Program Actions	Performance Status
State of Environment Reporting.	Complete and include in Council Annual Report.	2.3 - Promote use of green and renewable energy.	Not achieved – to be reported in 2019/2020 Annual Report.
Investigate and report environmental complaints in accordance with legislation.	Deal with complaints in accordance with Service Delivery Policy.	2.1 - Address environmental degradation issues; i.e. noxious weeds control.	Being achieved – not all compliance action can be finalised within the 30 day timeframe.

KPI	Performance Measure	Delivery Program Actions	Performance Status
Assist community groups to seek grant funding for environmental initiatives for Council land and waterways.	Number of grants per annum.	2.5 - Support land care initiatives to restore and beautify natural resources.	Being achieved - Ongoing liaison with relevant government agencies in seeking funding for environmental initiatives.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ENVIRONMENT:
PRINCIPAL ACTIVITY - HOUSING**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Regular inspection of housing by independent management agent.	House inspections each year.	2.2 - Promote environmentally sustainable developments (ESD).	Being Achieved.
Annual house maintenance and repair program derived from inspections.	Repairs completed within 30 days of notification.	2.2 - Promote environmentally sustainable developments (ESD).	Achieved.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ENVIRONMENT:
PRINCIPAL ACTIVITY - NOXIOUS WEEDS CONTROL**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Property inspections - the type and density of noxious weed infestations to be recorded and reported to Council.	Inspection statistics reported to Council monthly.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Being achieved – 189 property inspections have been undertaken during the period of 1 January 2020 to 31 March 2020.
Suppression of noxious plants on road reserves.	Roads to be surveyed annually and control work conducted.	2.1 - Address environmental degradation issues, i.e. noxious weeds control.	Being Achieved - monthly updates are included in the Council Business Paper.
Regular education programs (field days and press releases) for landowners on the most effective control methods.	3 programs per year.	2.5 - Support land care initiatives to restore and beautify natural resources.	Being Achieved - regular government and non-government meetings attended. Weed control information included in Council's information page and newsletters.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ENVIRONMENT:
PRINCIPAL ACTIVITY - FOOD CONTROL AND INSPECTIONS**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Conduct food premise inspections of retailers and service providers.	Annual inspection of all food premises.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Pending – food premise inspections are scheduled for May 2020.
Re-inspection of food retailers issued with infringement notices.	Follow up within 90 days of notice.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Achieved - none identified for the period of the 1 January 2020 to 31 March 2020.
Swimming Pool register and inspection program.	Ensure Swimming Pool register is maintained.	1.9 - Encourage recreational and leisure activities while maintaining public safety standards.	Being achieved – compliant and ongoing.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ECONOMY:
PRINCIPAL ACTIVITY - FINANCIAL SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Council's Investment Policy and Investment Strategy.	Review biennially.	3.2 - Prudent financial management.	Achieved – Investment Policy was reviewed and adopted on 18 July 2019.
Maintain Employee Leave Entitlements (ELE) internal restricted cash reserves to fund leave as it becomes payable.	Minimum 40% cash reserve of total ELE expense.	3.1 - Ensure financial viability of Council.	Achieved – Council ELE cash reserve is 46% of total ELE expense as at 30 June 2019 based on age profile and accumulated leave entitlements accrued.
Implementation of Council's Strategic Internal Audit Plan and report actions to Audit, Risk and Improvement Committee.	Complete 2 internal audits annually.	3.2 - Prudent financial management.	Being achieved – Grant Thornton conducted an internal audit in February 2020 on Council's Business Continuity Plan and disaster recovery plan and was reported to March 2020 Audit, Risk and Improvement Committee meeting.
Progressively complete Asset Fair Valuation for all asset classes.	Audited annually.	3.1 - Ensure financial viability of Council.	Pending - infrastructure asset classes including roads, bridges, footpaths and stormwater are due for revaluation by 30 June 2020 for 2019/2020 Financial Statements.
Improve Long Term Financial Plan (LTFP) modelling.	10 year plan reviewed annually.	3.1 - Ensure financial viability of Council.	Achieved – draft Long Term Financial Plan prepared and advertised by Council in April 2020.
Accurate and timely Council budget reporting and review.	Quarterly Reports.	3.2 - Prudent financial management.	Achieved – provision of Quarterly Budget Review Statements and KPIs report to Council each quarter within 2 months of end of the quarter.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ECONOMY:
PRINCIPAL ACTIVITY - ADMINISTRATION AND CORPORATE SUPPORT**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Manage Council's Accounts Payable and Purchasing systems.	90% of tax invoices are paid within credit terms.	3.1 - Ensure financial viability of Council.	Not achieved – 83.65% of tax invoices were paid by Council in accordance with credit terms in the third quarter of 2019/2020.
Manage Council's Accounts Receivable system.	90% of payments recovered within sixty days.	3.1 - Ensure financial viability of Council.	Achieved – 95.66% of sundry debtor invoices were recovered within 60 days of tax invoice date in the third quarter of 2019/2020.
Council electronic document records management system complies with State Records requirements.	Monthly records task assignee action report to management.	3.1 - Ensure financial viability of Council.	Being achieved - Monthly reports provided to management for outstanding task actions.
Participate in Canberra Region Joint Organisation (CRJO) advocacy and resource sharing projects.	Report annually to Council.	3.2 - Prudent financial management.	Being achieved – Council are participating in human resources, procurement, Tourism and Economic Development, Infrastructure and IT working groups in Canberra Region Joint Organisation.
Council Section 355 Committees adhere to Council policies related to meetings and financial audit requirements.	Report annually to Council.	3.2 - Prudent financial management.	Being achieved – Workshop held with Council on 29 October 2019. 2018/2019 audits commenced. Correspondence forwarded by Council in regard to compliance requirements to all Section 355 Committees.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ECONOMY:
PRINCIPAL ACTIVITY - GENERAL PURPOSE REVENUE AND RATES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Proportion of rates accounts outstanding at year end.	Less than 5% outstanding.	3.2 - Prudent financial management.	Achieved - 2.42% rates and charges outstanding percentage as at 30 June 2019.
Completion of statutory certificates i.e. Section 603 Certificates.	95% completion rate within 5 days.	3.2 - Prudent financial management.	Achieved – 100% completed within timeframe for the third quarter of 2019/2020. 57 Section 603 Certificate applications processed in third quarter of 2019/2020.
Completion and audit of Schedule - Permissible Rates Income Calculation.	Annual Completion by due date free of error.	3.2 - Prudent financial management.	Achieved – audit completed by the statutory deadline of 31 October 2019.
Process land revaluations and monthly supplementary land valuations from the Valuer Generals Office.	Monthly reconciliation and signoff by management.	3.2 - Prudent financial management.	Achieved – all reconciliations signed and authorised in third quarter of 2019/2020.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ECONOMY:
PRINCIPAL ACTIVITY - INFORMATION TECHNOLOGY**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Council's Information Technology Strategic Plan and Business Continuity Plan to be reviewed and updated.	Implement actions within specified timeframes.	3.1 - Ensure financial viability of Council.	Being achieved - IT Strategic Plan reviewed and adopted at the 21 February 2019 Council Meeting.
Implement Council PC (computers) replacement program on a four year rotational basis.	Annually install 100% of PC's scheduled.	3.1 - Ensure financial viability of Council.	Being achieved – computer replacement program commenced.

Review, upgrade and update Council's Website and FaceBook page information.	Updated on a weekly basis.	3.1 - Ensure financial viability of Council.	Being achieved - Council website and FaceBook page updated each week, timely media releases. E-newsletter and Post Weekly publications released each week. Zoom meetings setup for Council meetings and staff meetings in response to COVID-19.
Implementation of information technology capital works, i.e. new servers, software, databases and telecommunication upgrades.	Complete each year within budget estimate.	3.1 - Ensure financial viability of Council.	Being achieved – Authority upgrade completed. NBN services implemented at Council sites. InfoCouncil update and CRM project completed. New server implementations are delayed.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ECONOMY:
PRINCIPAL ACTIVITY - WORKFORCE (HUMAN RESOURCES AND WORK HEALTH AND SAFETY)**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Review and implement Council Succession Plan.	Review biennially.	3.4 - Assist facilitation of employment opportunities.	Pending – will be reviewed after the job evaluations and grading under Oosoft system.
Proportion of Council employee turnover per year.	Less than 10%.	5.4 - Ensure the retention and attraction of quality staff.	Not achieved - 19% employee turnover rate in 2018/2019.
Conduct annual performance reviews, reissue and sign-off for all employee's position descriptions and training plans.	Complete by 31 May each year.	3.4 - Assist facilitation of employment opportunities.	Not achieved – 85% of 2018/2019 staff performance reviews are completed.
Review and implement the human resources four year strategy in Council's Workforce Plan.	Review Annually.	3.4 - Assist facilitation of employment opportunities.	Achieved – the draft 2020/2021 Workforce Plan prepared and advertised by Council in April 2020.

KPI	Performance Measure	Delivery Program Actions	Performance Status
Conduct on-site work safety inspections of works sites and offices. Information provided to Council WH&S Committee and management.	80% of worksites are audited each year by WH&S Committee.	3.4 - Assist facilitation of employment opportunities.	Achieved - Currently worksite inspection rate is increasing and stand at 80% this year.

KPI	Performance Measure	Delivery Program Actions	Performance Status
All new employees to attend Corporate Induction.	Attend corporate induction within two months of employment.	3.4 - Assist facilitation of employment opportunities.	Not achieved – induction program being updated and to be rolled out to new employees by March 2020.
Maintain a database of hazards and risk management of all Council activities.	Quarterly updated by Section Managers and reported annually by WH&S Coordinator.	5.4 - Ensure the retention and attraction of quality staff.	Being achieved - SWMS procedure developed and approved, investigating means of further integrating into Council's systems. Successfully completed the Asbestos Register, Asbestos Management Plan for the Council buildings and sites.
WHS risk to health and safety assessed, documented and reported to WHS Committee.	All WH&S issues including near misses are reported. 90% of the issues are addressed and closed out. Risk Registers are reviewed by each Department.	3.4 - Assist facilitation of employment opportunities.	Not achieved – WHS Committee action list detailed and followed up, however an estimated 70% of issues are closed out in time. Near misses reported and corrective actions where necessary. Risk registers are being requested and require finalisation.
Council officers and people managers are up to date in their WHS and organisational risk knowledge.	Reports contain WHS reports. 90% of meetings at which updates are discussed.	3.4 - Assist facilitation of employment opportunities.	Being achieved – Further additional WHS days were planned however a delay is caused due to the COVID-19 pandemic.

Improve Council's WHS capability.	Develop corporate WHS and Environmental System for Council. Toolbox talks completed and recorded.	3.4 - Assist facilitation of employment opportunities.	Being achieved – Council has appointed GHD for the implementation of WHS and Environmental Systems and funded as a part of the 2019/2020 Operational Plan.
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**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ECONOMY:
PRINCIPAL ACTIVITY - CARAVAN PARKS**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Implement Crookwell caravan park user charges.	Cost neutral facility.	3.5 - Encourage and support viable local businesses.	Being Achieved – There is an increase in overnight visitation and bookings consistently in past 5 years.
Implement Plans of Management for all Council controlled caravan parks and camping areas.	Review and update every 2 years.	3.3 - Encourage sustainable population growth and provision of associated infrastructure.	Not achieved – Review of the Plan is pending.
Provide improvements to Crookwell caravan park facilities.	Continue to promote facility and seek external grant funding.	3.3 - Encourage sustainable population growth and provision of associated infrastructure.	Pending – Crookwell caravan park closed and promotion discontinued on 23 March 2020 due to COVID-19 pandemic health restrictions.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - ECONOMY:
PRINCIPAL ACTIVITY - TOURISM PROMOTION AND BUSINESS**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Upper Lachlan Tourist Association to implement Tourism Strategic Plan.	Review annually.	3.5 - Encourage and support viable local businesses.	Being achieved – revised tourism marketing and industry development and updated the Tourism Strategic Plan after review in 2019.
Coordinate the Crookwell Potato Festival event.	Provide annual event summary.	3.6 - Promote tourism opportunities and community events.	Not achieved – cancellation of the event scheduled for May 2020 due to COVID-19.
Presentation of tourism function statistics each quarter.	Present to Tourist Association.	3.6 - Promote tourism opportunities and community events.	Achieved. Note: Section 355 Committee meetings cancelled in response to COVID-19 pandemic health restrictions.
CRJO inform the Destination Management Plan 2018-2020 for Destination Southern NSW. Council to prepare a Destination Action Plan, Industry Development Plan and Marketing Communications Plan.	Complete the new plans by 30 June 2020.	3.5 - Encourage and support viable local businesses. 3.6 - Promote tourism opportunities and community events.	Being achieved – Destination Southern NSW is working with councils to prepare a Tablelands Destination Development project. Workshops were held with Council and industry stakeholders in February 2020 await draft plan.
Annually coordinate the tourism grants, events and cultural funding programs.	Increase visitation and \$ spend.	3.6 - Promote tourism opportunities and community events.	Achieved – the 2018/2019 Cultural Funding Program and Events Funding program have been completed.
Prepare and distribute tourism publications; i.e. Destination Guide.	Distribution within program deadlines.	3.6 - Promote tourism opportunities and community events.	Being achieved – media publications completed and the new Upper Lachlan Destination Guide is completed, What's On and calendar of events completed.
Facilitate provision of RV Friendly Town program in towns within the Shire.	Investigate sites for Taralga and Crookwell.	3.6 - Promote tourism opportunities and community events.	Works in Progress – further investigations for a RV Friendly Town camping site in Crookwell and Taralga to be undertaken. Matter reported to Council in December 2019.

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Business activity of the State Road MR54 RMCC contract and work orders to retain RMS accreditation.	Generate profit in accordance with contract limits.	3.2 - Prudent financial management.	Being Achieved - RMCC and works orders being completed in accordance with contract. New RMCC contract to be implemented by 30 June 2020.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - ROADS, BRIDGES, FOOTPATHS, CYCLEWAYS, AND KERB AND GUTTERING**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
Implement Roads Hierarchy Classification in strategic planning of forward road programs.	Review Road Hierarchy annually.	4.3 – Bitumen sealing all urban streets in towns.	Being achieved – Roads Hierarchy completed and asset condition assessment data to be collated as a part of the revaluation of infrastructure assets.
Completion of annual capital works expenditure program in accordance with budget allocation.	Complete 90% of works program annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – the 2019/2020 works program is behind due to the bridge bypasses priority works and lack of availability of water to undertake construction works.
Reconstruction and upgrade of Grabine Road as part of the Special Grant program with Transport for NSW.	Complete Final Stage within budget allocation in 2019/2020.	4.13 - Transport link priority projects to State Parks including the Wombeyan Caves Road and Grabine Road reconstruction and upgrade to facilitate economic benefits to the region.	Achieved – Final stage completed.
Reconstruction of Grabine Road Stage 1 of the Growing Local Economies Program.	Complete Stage 1 within budget allocation in 2019/2020.		Pending - Restart NSW Growing Local Economies Fund grant application was successful and works are yet to commence.
Call and evaluate tenders for civil works contract plant and	To review tenders every two years.	4.1 - Improve local road and regional road transport networks.	Being achieved – Bitumen Sealing contract in place, contract plant and equipment tenders are finalised.

labour hire, and capital works projects.			
Gravel resheeting programme submitted to and adopted by Council in June each year.	Resheet every road in a 30 year cycle.	4.1 - Improve local road and regional road transport networks.	Being achieved – Gravel re-sheeting program for Section 94 and Roads to Recovery projects works are well advanced.
Prepare Asset Management Plans for Roads, Stormwater, Footpaths and Kerb and Guttering asset classes.	Complete by 30 June 2020.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – Ten year Capital and Maintenance Program will be developed as a part of the Asset Management Planning.
Review footpath replacement program.	Complete within budget allocation.	4.9 - Develop new and upgrade existing footpaths and cycleway networks.	Being achieved - projects being completed include the Stronger Country Communities PAMP projects.
Bridge program reviewed and updated.	Annual Review.	4.11 - Progressively replace timber bridges on local and regional roads.	Being achieved – Bridge assessments completed, bridge bypasses construction completed and Harley Road bridge replacement completed. Coates Creek Bridge Completed. Wilcox Road bridge completed. Peelwood small bridge completed.
Complete the replacement of the timber bridges replacement program in accordance with budget.	Complete by 30 June 2020.	4.11 - Progressively replace timber bridges on local and regional roads.	Being achieved – Abercrombie River Bridge replacement project was completed on 27 August 2019. Kiamma Creek bridge replacement commences in April 2020 with road approaches planned for June 2020.
Complete Stage 1 of the Wombeyan Caves Road MR258 reconstruction project.	Complete within budget by 30 June 2020.	4.14 Progressively bitumen seal all classified road; i.e. MR241 Rye Park-Dalton Road.	Not achieved – Project commencement delayed due to a bushfire in the Wombeyan Caves area. Design is expected by May 2020.
Regional road repair and pavement reconstruction program on MR248E	Complete within budget and finalisation report completed.	4.2 – Infrastructure Plan is implemented for new capital works, asset	Being achieved – Stage 1 completed, Stage 2 MR248E Laggan Road reconstruction works

Crookwell to Laggan Road – Stage 2.		renewal and upgrades covering a 10 year period.	are in progress and to be completed by 30 June 2020.
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**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - STORMWATER AND DRAINAGE**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Stormwater Levy for all towns to assist in funding capital works improvements in the Shire towns	Maintain an external restricted cash reserve.	4.10 - Upgrade stormwater and kerb and guttering in towns.	Being achieved – Works program is included in Operational Plan.
Creation of Floodplain Risk Management Study and Plans.	Implement projects outlined in the Plan.	4.12 - Flood Risk Management Plans created for Crookwell, Gunning, Taralga and Collector.	Being achieved. Funding approved for investigation into a flood warning system for Taralga, Crookwell and Gunning.
Implement Stormwater Management Plan.	Implement Stormwater works outlined in Plan.	4.10 - Upgrade stormwater and kerb and guttering in towns.	Being achieved - Included in the public works program.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - QUARRIES AND GRAVEL PITS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare annual stocktake of gravel pits stock held and movements. Review quantity of gravel stock held for each gravel pit/quarry.	Complete by June each year.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - Gravel stocktakes completed in 2018/2019. Stocktake for gravel to be completed in June 2020.
Maintain a gravel pit rehabilitation cash reserve in accordance with gravel	Review cash reserve annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades	Achieved – Rehabilitation reserve created and funds being credited to reserve.

restoration liability requirements.		covering a 10 year period.	
Review gravel royalty payment pricing model and internal charge rate and procedures.	Review and update gravel royalty payment annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – internal gravel charge reviewed and updated.
Erect signage as warning of potential hazard at quarries where Council have Quarry Management agreements.	Install signage as remote supervision.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Signs erected. Quarry management plans are being created.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - WASTE CENTRES, RUBBISH TIPS AND STREET CLEANING**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement strategy for the Crookwell Waste Centre.	Remediation works project in accordance with EPA requirement.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Council has resolved to transform the Crookwell landfill into a transfer station and works have commenced and contracts to be completed.
Waste transfer station design development and construction for Taralga, Collector, Tuena and Bigga, including closure plans for existing landfills.	Remediation works project in accordance with EPA requirement.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being Achieved – Upgrade works have been carried out at Taralga Transfer Station and Transfer Stations have been established at Collector and Gunning. Additionally, Tuena and Bigga are also operational as transfer stations. All waste from these facilities is transferred to Crookwell Transfer Station for disposal. Closure plans are not completed and are being developed.
Ensure compliance with DECCW licence for Crookwell waste centre (landfill).	No non-compliance incidents.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Being achieved – DECCW annual return for Crookwell landfill completed and submitted. The landfill is being transformed into a transfer station.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - PUBLIC CONVENIENCES AND AMENITIES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Maintain public toilet facilities according to health requirements.	Weekly maintenance schedule undertaken.	4.4 - Develop town main street and CBD beautification programs.	Being achieved – weekly maintenance and cleaning.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - PUBLIC CEMETERIES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare Plans of Management for all Council controlled cemeteries.	Review every five years.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – Pending until the land register and crown land identification process is finalised. The crown land register is being reviewed.
Gunning cemetery expansion of existing site to cater for future requirements.	Negotiate land acquisition with surrounding land owner.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved - negotiations have stalled for purchase of additional land for the expansion of Gunning Cemetery.
Columbarium construction program for Dalton cemetery.	Create a new columbarium.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Columbarium in Dalton is complete. Columbarium to be constructed at Stonequarry Cemetery in Taralga, works are to commence in May 2020.
Undertake maintenance activities according to the adopted works schedule.	Within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Maintenance activities according to annual program and budget allocation are being completed.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - ENGINEERING, PURCHASING AND WORKS SUPERVISION**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implementation and review of Asset Management Plan. Complete Special Schedule 7. Annual asset inspection and condition reporting program.	Assets reporting in accordance with OLG requirements.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Pending – OLG yet to mandate audit requirements for Financial Statements asset condition Special Schedule.
Six monthly Stores Stocktakes with a proportion and value of Stores stock control bin errors being minimised.	Less than \$500 stock write down from a stocktake.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - General stores re-organisation ongoing. Stores stocktakes are conducted in December and June each year.
Implement Statewide Mutual Public Liability audit verification requirements.	Complete annually within allocated deadline.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Pending – 2019/2020 RAMP with benchmarking of liability infrastructure risk and two improvement items is to be completed.
Review Risk Management Assessment Plan and Risk Management Policy.	Review and update by December 2019.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved - Infrastructure Department to further develop risk framework to control infrastructure liability risks.
Review Council Underground Petroleum Storage (UPS) systems; including diesel and petrol bowsers.	Comply with EPA regulations.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Achieved – Council engaged Coffey's to undertake environmental investigation.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - PLANT AND EQUIPMENT OPERATIONS**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Prepare a plant and equipment 10 year forward plan.	Review and update annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Plant and Motor Vehicle Replacement Schedule has been prepared and reviewed annually.
Annual Plant Replacement schedule.	Replacement cost is within 5% of budget allocation.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - Plant replacements are proceeding in accordance with Plant Replacement Schedule in the 2019/2020 Operational Plan.
Maintain a plant replacement cash reserve and achieve plant hire surplus each year.	Review annually adopted plant hire rates.	4.1 - Improve local road and regional road transport networks.	Being achieved – Plant hire rates were reviewed.
Management of Council employee motor vehicle leaseback program.	Review annually.	4.1 - Improve local road and regional road transport networks.	Being achieved – Leaseback program and agreement reviewed regularly and new lease fee to commence 1 May 2020.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - DOMESTIC WASTE MANAGEMENT (DWM)**

<u>KPI</u>	<u>Performance Measure</u>	<u>Delivery Program Actions</u>	<u>Performance Status</u>
DWM service charge includes a disposal cost as a costed entity as part of the annual DWM reasonable cost calculation.	Establish Fund and review annually.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Being achieved – DWM makes a disposal cost contribution to landfill generally in accordance with volume of waste disposed.
Average number of garbage bin service collections missed per month and number of complaints received.	Less than 2% of weekly pickups.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Being achieved – Experienced staff and reliable trucks have assisted in a significant reduction in missed bin complaints.
Review effectiveness of the kerbside pickup of organic green waste collection service (during Spring, Summer and Autumn).	Review and report to Council by October 2019.	4.7 - Provide waste pickup service for towns and villages, and reduce the amount of waste going to landfills.	Being achieved – Service commenced in 2018. Currently bins are being collected once a fortnight in accordance with the approved “service levels”.
Prepare and review DWM long-term plant replacement schedule.	Reviewed annually.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved – Council’s waste and recycle collection fleet consisting of three compactor trucks being replaced on a staggered rotation. A new garbage truck tender approved by Council for purchase this year.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - WATER SUPPLY SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Carry out weekly water quality standard testing.	Complying water quality test samples.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – daily water quality testing undertaken for the Crookwell, Taralga, Gunning and Dalton systems.
Implement user pay best practice pricing water charges in accordance with State Government Guidelines.	50% water supply income from user pay charges.	4.6 - Improve water supply and sewerage facilities to towns.	Achieved – user pay water charges implemented. Greater than 50% of water supply income is derived from user pay charges.
Integrated Water Cycle Management (IWCM) Strategy for the town water supplies.	Complete IWCM strategy by June 2020.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Being achieved - Review of the Integrated Water Cycle Management (IWCM) Strategy is pending after Council approval of a report in April 2020.
Maintain Section 64 Development Contributions Plan Register.	Audited annually.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – Section 64 Register plan is being reviewed and updated for Council adoption in 2020.
Surplus Water Fund operating result.	Within 10% of budget.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – water supply fund in 2018/2019 had a minor operating deficit. Previous 8 years were surplus operating results.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR - INFRASTRUCTURE:
PRINCIPAL ACTIVITY - SEWERAGE SERVICES**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Number of sewer chokes per month per five kilometres of mains.	Less than 5 per month.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – Problem sewer main areas in Crookwell and Gunning are being relined.
Review Policy and implement Trade Waste Charges.	Consider charges in 2020/2021.	4.2 – Infrastructure Plan is implemented for new capital works, asset renewal and upgrades covering a 10 year period.	Not achieved – Charges are included in the fees and charges. The policy is overdue to be reviewed.
Surplus Sewerage Fund operating result.	Within 10% of budget.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – Operating result surplus in 2018/2019 provides for future infrastructure replacement needs.
Maintain Section 64 Development Contributions Plan Register.	Audited annually.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – Section 64 Register plan is being reviewed and updated for Council adoption in 2020.
Sewerage Treatment Plants comply with EPA conditions.	Satisfactory report from NSW EPA.	4.6 - Improve water supply and sewerage facilities to towns.	Being achieved – EPA Annual Return completed for financial year 2018/2019.

**TABLELANDS REGIONAL CSP STRATEGIC PILLAR – CIVIC LEADERSHIP:
PRINCIPAL ACTIVITY – GOVERNANCE**

KPI	Performance Measure	Delivery Program Actions	Performance Status
Implement organisation structure in accordance with Local Government Act requirements.	Reviewed regularly and after local government elections.	5.4 – Leadership and commitment to integrated planning and reporting.	Achieved.
Council Policy development and review.	Continual policy review and upgrade each year.	5.3 - Promote community engagement and involvement in decision making processes.	Achieved – KPI achieved in third quarter with policy development and reviews undertaken.
Council Meeting Business Paper creation and distribution.	Released one week prior to meeting date.	5.3 - Promote community engagement and involvement in decision making processes.	Being Achieved – Provision of iPads to Councillors, agenda distribution within required timeframes.
Complaint handling and service delivery.	Complete service requests within 15 business days.	5.4 – Leadership and commitment to integrated planning and reporting.	Being achieved - achieving target of 15 days in most instances.
Complete Council Annual Report.	Completed and sent to OLG by 30 November every year.	5.3 - Promote community engagement and involvement in decision making processes.	Achieved – URL link provided to Office of Local Government on 22 November 2019.
Implement the Office of Local Government (OLG) “Fit for the Future” Council Improvement Proposal and Action Plan.	4 year Action Plan incorporated in Delivery Program.	5.1 - Participate in resource sharing initiatives.	Achieved – actions were reported to Council as part of Delivery Program review report in December 2019.
Compliance with Office of Local Government Circulars and compliance with legislative and statutory amendments.	Circulars to be reviewed monthly.	5.2 - Lobby other levels of Government for increased share of funding distribution.	Being achieved – circulars complied with and placed before Council as requested by the Office of Local Government.
Upper Lachlan Shire Council to remain sustainable in the long term.	Meet all Fit for the Future benchmarks.	5.4 – Leadership and commitment to integrated planning and reporting.	Achieved - in 2018/2019 benchmarks realised.

Finance and Administration - 21 May 2020

ITEM 13.2 **Emergency Services Levy**

FILE REFERENCE **I20/219**

AUTHOR **Director of Finance and Administration**

ISSUE

Report on the increase in the Emergency Services Levy for 2020/2021 and the NSW Government COVID-19 Local Government Economic Stimulus Package.

RECOMMENDATION That -

1. Council writes to the NSW Government and Member for Goulburn, Wendy Tuckerman MP, of their objection and disappointment in relation to the announced substantial increases to the Emergency Services Levy, noting an increase in Upper Lachlan Shire Council annual contribution of \$333,267 or 74.81% increase in 2020/2021 since the 2018/2019 levy.
2. Council express concerns to the NSW Government and Member for Goulburn, Wendy Tuckerman MP, as previously was the case in 2019, there was no consultation in advance of 2020 for the projected increase in the Emergency Services Levy payable by NSW councils.
3. Council writes to Local Government NSW requesting advocacy on behalf of all councils to address the concerns related to the substantial Emergency Services Levy increases each year.
4. Council receive and notes as information the NSW Government COVID-19 Local Government Economic Stimulus Package noting no financial benefit is available to Council.

BACKGROUND

The NSW Government in 2019/2020 made changes to workers compensation to provide protection for volunteer and career firefighters affected by work-related cancers. Subsequently the Emergency Services Levy cost to each council increased significantly.

REPORT

There is an attachment to this report detailing recently announced NSW Government COVID-19 Local Government Economic Stimulus Package. The Local Government Stimulus Package includes:-

- Up to \$112.5 million to support a Council Job Retention Allowance. This is only relevant if there is a State-wide shut down. Staff performing essential services

Finance and Administration
EMERGENCY SERVICES LEVY cont'd

within Council are not eligible for this allowance. Councils must also give evidence that they have a 30% reduction in income.

- \$250 million boost to Treasury Corporation lending facility with low cost loans. This lending facility is available for new housing development – this facility is not applicable to Upper Lachlan Shire Council.
- NSW Government guarantees for Commercial Loans – this is not applicable to Upper Lachlan Shire Council.
- \$32.8 million to fully fund an increase in Emergency Services Levy. The NSW Government has substantially increased local government contributions to the Emergency Services Levy, however this stimulus package will only fund planned imposed increases for one year and the intention that councils found the levy each year thereafter.

The cost of providing emergency services across the State of NSW is shared under a funding arrangement between insurance providers, the State Government and local councils, in which local government share will be 11.7% of the cost of the Emergency Services Levy.

Below is a table outlining the Emergency Services Levy costs to Upper Lachlan:-

Emergency Service Levy	2020/2021	2019/2020	2018/2019
NSW Rural Fire Service	\$726,142.00	\$508,692.00	\$404,462.00
NSW State Emergency Service	\$ 15,390.97	\$ 12,303.92	\$ 10,638.28
Fire and Rescue NSW	\$ 37,200.00	\$ 33,315.00	\$ 30,366.00
Total	\$778,732.97	\$554,310.92	\$445,466.28

In 2020/2021 there is an increase in the Emergency Services Levy for Council totalling \$224,422 or 40.49% increase above the 2019/2020 levy charged. The increase in the Emergency Services Levy in 2019/2020 for Council was an increase of 24.43% or \$108,844.64 above the 2018/2019 levy. The NSW Government has announced one-off government payment of the increase as part of the NSW Government Economic Stimulus Package.

It is extremely disappointing that local government peak body, Local Government NSW and all councils were not consulted by the NSW Government in relation to the impact of the increased contributions for the annual Emergency Services Levy again in 2020.

The Economic Stimulus Package will have no benefit to Upper Lachlan Shire or most regional and rural councils. In addition, there is a serious ongoing financial consequence associated with this package related to the Emergency Services Levy annual escalating costs.

The additional cost associated with this charge will in effect mean a reduction in core services that Council can deliver to the community because council income is capped each year and in 2020/2021 the rate peg limit is 2.60%. This is a clear case of cost shifting from the State Government to Local Government.

POLICY IMPACT

Nil

OPTIONS

As outlined in the recommendation to Council.

FINANCIAL IMPACT OF RECOMMENDATIONS

In 2020/2021 there is an increase in the Emergency Services Levy totalling \$224,422 above the 2019/2020 levy charged. The total cost of the ESL in 2020/2021 to Upper Lachlan Shire Council is \$778,732.97 which is to be paid by Council and then a reimbursement of \$224,422 will be made by Office of Local Government to Council.

RECOMMENDATION That -

1. Council writes to the NSW Government and Member for Goulburn, Wendy Tuckerman MP, of their objection and disappointment in relation to the announced substantial increases to the Emergency Services Levy, noting an increase in Upper Lachlan Shire Council annual contribution of \$333,267 or 74.81% increase in 2020/2021 since the 2018/2019 levy.
2. Council express concerns to the NSW Government and Member for Goulburn, Wendy Tuckerman MP, as previously was the case in 2019, there was no consultation in advance of 2020 for the projected increase in the Emergency Services Levy payable by NSW councils.
3. Council writes to Local Government NSW requesting advocacy on behalf of all councils to address the concerns related to the substantial Emergency Services Levy increases each year.
4. Council receive and notes as information the NSW Government COVID-19 Local Government Economic Stimulus Package noting no financial benefit is available to Council.

ATTACHMENTS

1. Download	ESL increase for 2020-21 and OLG COVID-19 council update for 4 May 2020.	Attachment
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Council	ESL increase for 2020-21 being funded by the NSW Government
Albury City Council	\$78,550
Armidale Regional Council	\$305,651
Ballina Shire Council	\$107,801
Bairnsdale Shire Council	\$109,088
Bathurst Regional Council	\$273,682
Bayside Council	\$323,658
Bega Valley Shire Council	\$291,869
Bellingen Shire Council	\$183,683
Berrigan Shire Council	\$71,813
Blacktown City Council	\$780,273
Bland Shire Council	\$4,958
Blayney Shire Council	\$5,253
Blue Mountains City Council	\$667,464
Bogan Shire Council	\$58,686
Bourke Shire Council	\$122,307
Brewarrina Shire Council	\$2,374
Broken Hill City Council	\$66,959
Burwood Council	\$110,107
Byron Shire Council	\$122,502
Cabonne Council	\$10,173
Camden Council	\$212,900
Campbelltown City Council	\$395,474
Canterbury-Bankstown Council	\$564,137
Carrathool Shire Council	\$93,932
Central Coast Council	\$1,093,869
Central Darling Shire Council	\$75,663
Cessnock City Council	\$66,659
City of Canada Bay Council	\$254,721
City of Parramatta Council	\$188,201
City of Ryde Council	\$267,890
City of Sydney Council	\$705,126
Clarence Valley Council	\$447,790
Cobar Shire Council	\$94,086
Coffs Harbour City Council	\$374,370
Coolamon Shire Council	\$471,430
Coonamble Shire Council	\$220,286
Cootamundra-Gundagai Regional Council	\$193,908
Cowra Council	\$8,943
Cumberland City Council	\$188,034
Dubbo Regional Council	\$384,675
Dungog Shire Council	\$5,813
Edward River Council	\$135,269
Eurobodalla Shire Council	\$351,245
Fairfield City Council	\$344,560
Federation Council	\$156,899
Forbes Shire Council	\$150,405
Georges River Council	\$225,117
Gilgandra Shire Council	\$4,802
Glen Innes Severn Council	\$148,087
Goulburn Mulwaree Council	\$187,682
Greater Hume Shire Council	\$289,462
Griffith City Council	\$161,212
Gunnedah Shire Council	\$94,752
Gwydir Shire Council	\$158,148
Hawkesbury City Council	\$385,886

Hay Shire Council	\$76,671
Hilltops Council	\$298,163
Hornsby Shire Council	\$500,545
Hunters Hill Council	\$60,481
Inner West Council	\$562,668
Inverell Shire Council	\$136,917
Junee Shire Council	\$5,306
Kempsey Shire Council	\$182,783
Kiama Municipal Council	\$111,230
Ku-Ring-Gai Council	\$438,984
Kyogle Council	\$5,743
Lachlan Shire Council	\$174,355
Lake Macquarie City Council	\$774,817
Lane Cove Council	\$104,005
Leeton Shire Council	\$67,810
Lismore City Council	\$76,023
Lithgow City Council	\$215,801
Liverpool City Council	\$484,464
Liverpool Plains Shire Council	\$172,421
Lockhart Shire Council	\$3,547
Lord Howe Island Board	\$4,144
Maitland City Council	\$112,084
Mid-Coast Council	\$689,885
Mid-Western Regional Council	\$313,193
Moree Plains Shire Council	\$169,099
Mosman Municipal Council	\$126,285
Murray River Council	\$203,585
Murrumbidgee Council	\$143,623
Muswellbrook Shire Council	\$186,922
Nambucca Valley Council	\$157,036
Narrabri Shire Council	\$157,804
Narrandera Shire Council	\$92,157
Narromine Shire Council	\$126,346
National Parks	\$21,652
Newcastle City Council	\$423,919
North Sydney Council	\$199,548
Northern Beaches Council	\$1,176,495
Oberon Council	\$135,272
Orange City Council	\$622,571
Parkes Shire Council	\$174,005
Penrith City Council	\$483,061
Port Macquarie-Hastings Council	\$324,396
Port Stephens Council	\$806,918
Queanbeyan-Palerang Regional Council	\$371,329
Randwick City Council	\$325,923
Richmond Valley Council	\$451,665
Shellharbour City Council	\$229,385
Shoalhaven City Council	\$621,853
Singleton Council	\$262,533
Snowy Monaro Regional Council	\$426,156
Snowy Valleys Council	\$208,121
Strathfield Council	\$118,070
Sutherland Shire Council	\$759,992
Tamworth Regional Council	\$365,072
Temora Shire Council	\$322,711
Tenterfield Shire Council	\$143,443
The Hills Shire Council	\$558,494
Tweed Shire Council	\$215,847

Upper Hunter Shire Council	\$246,879
Upper Lachlan Shire Council	\$224,422
Uralla Shire Council	\$4,740
Wagga Wagga City Council	\$84,177
Walcha Council	\$2,930
Walgett Shire Council	\$7,284
Warren Shire Council	\$3,654
Warrumbungle Shire Council	\$323,307
Waverley Council	\$181,043
Weddin Shire Council	\$102,217
Wentworth Shire Council	\$126,493
Willoughby City Council	\$195,334
Wingecarribee Shire Council	\$317,656
Wollondilly Shire Council	\$300,732
Wollongong City Council	\$700,333
Woollahra Municipal Council	\$220,989
Yass Valley Council	\$234,922

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Office of Local Government



COVID-19 COUNCIL UPDATE

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4 May 2020

ESL funding boost to local councils and communities

Local councils will be able to direct more funding into frontline COVID-19 response efforts and core community services with the NSW Government fully funding the local government increase in the emergency services levy (ESL) for 2020-21.



Individual councils across the State will save between \$2,374 and \$1,176,495 which can be reinvested into local communities.

It follows the NSW Government's announcement of a \$395 million COVID-19 local government economic stimulus package on April 26 to safeguard council jobs, services and infrastructure across the State.

The package includes \$32.76 million to fully fund the ESL increase for all NSW councils for 2020-21, primarily to pay for new workers' compensation arrangements for firefighters with cancer.

The commitment recognises the financial impacts on local councils caused by COVID-19, bushfires and drought.

It will allow local councils to redirect funding to core community services and providing financial support for their local communities.

Revenue NSW has issued councils with their ESL assessment notices for 2020-21 as required by legislation.

The Office of Local Government will pay a grant to each council equivalent to the increase in their ESL contribution for 2020-21. Payments will be made in the first quarter of 2020-21.

ESL increases vary depending on the funding formula for each local government area. This [table](#) shows the increase for each council for 2020-21.

In 2019-20 the NSW Government provided \$13.6 million to fund the ESL increase for local councils to pay for new workers' compensation arrangements for firefighters with cancer.

The Government will continue to examine options to better manage the impact of ESL on local councils.

Councils can access further information in the ESL section of this [FAQs](#) document, starting on page 12.



Funding boost for council pounds and shelters

Council-run pounds will benefit from a \$500,000 funding boost to help cover veterinary, staff and food costs as well as minor capital works during the COVID-19 crisis.

The funding is in recognition of the new procedures introduced to reduce the risk of spreading COVID-19 as well as additional pressures being placed on pounds and shelters.

Funding will be available to all council pounds across the State to ensure they continue to remain viable and functional.

Minor capital works can include minor site upgrades, maintenance works or the purchasing of new equipment.

A minimum of \$4,000 will be paid to councils under the program, up to a

maximum of \$28,000, depending on the number of local government areas the pound supports.

The funds will be paid directly to councils in two equal instalments - one this financial year and the other in 2020-21.

Read the Minister's media release [here](#).

Infrastructure boost for local councils

Councils can now apply for funding under a third round of the Low Cost Loans Initiative (LCLI).

The LCLI assists councils by funding 50 per cent of interest paid on borrowings related to new infrastructure.

It is designed so councils can bring forward planned local infrastructure and deliver on housing for the benefit of their local communities.

Under rounds one and two, the NSW Government invested over \$15 million to kick start nearly \$300 million worth of essential infrastructure to support growing communities across metropolitan and regional NSW.

Applications for round three close on August 14.

A copy of the guidelines and information on the application process is available [here](#).



Information and resources

[Economic stimulus webinar and FAQs](#)

Councils can access a recording of the [webinar](#) with Minister Hancock on May 1 and detailed [FAQs](#) for further information on the COVID-19 local

government economic stimulus package.

[COVID-19 heat maps](#)

Councils can access a NSW Government [heat map](#) pinpointing COVID-19 cases by postcode.

[Integrated Planning and Reporting advice](#)

The Office of Local Government (OLG) has provided [detailed advice](#) to councils in relation to their Integrated Planning and Reporting (IP&R) requirements until the next local government elections.

Updated Planning and Assessment advice

Updated FAQs for Planning and Assessment for Councils during COVID-19 have now been published.

PPE supplier register

Councils can access a register of suppliers which have indicated their ability to provide critical supplies of Personal Protective Equipment (PPE) during the COVID-19 crisis.

Quicklinks

Councils can access the latest information and resources about COVID-19 on the NSW Government, NSW Health, Commonwealth Government, Commonwealth Department of Health and NSW Office of Local Government websites.

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14 GENERAL MANAGER

There were no items submitted for this section at the time the Agenda was compiled.

16 REPORTS FROM OTHER COMMITTEES, SECTION 355 COMMITTEES AND DELEGATES

The following item is submitted for consideration -

16.1	Reports from Committees for the month of April	284
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Reports from Other Committees, Section 355 Committees and Delegates - 21 May 2020

ITEM 16.1

Reports from Committees for the month of April

RECOMMENDATION:

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

1. Due to COVID-19 no committee meetings have occurred for this period.

ATTACHMENTS

Nil

17 NOTICES OF MOTION

The following item is submitted for consideration -

17.1	Notice of Motion	286
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Notices of Motion - 21 May 2020

ITEM 17.1

Notice of Motion

I, Councillor Ron Cummins hereby give notice that at the next Ordinary Meeting of Council I will move the following motion:-

“That Council waive the payment of rates for businesses under Councils Rating Categories for Crookwell, Gunning, Taralga and General – excluding those businesses owned by Local Government, Essential Services, Churches and other public institutions, for a period of six (6) months, to take effect from the 1st July 2020.”

BACKGROUND

At the April meeting of Council, Clr Culhane made the statement, quote *“I think I have got a probably better handle than most on the effect on a lot of commercial businesses in our Shire and for some of them this has been the busiest they have ever been, IGA, Butchers, Produce Stores, Grain Stores, Mechanics, they have all been flat out”*, but was this statement just an assumption or a statement based on fact due to his experience working for an accounting firm, this was never explained.

However, the businesses that Clr Culhane named are only a very small percentage of the total of 281 businesses that pay rates to Council.

The businesses that were named by Clr Culhane, were lucky ones, they were allowed to remain open but the businesses which have been forced to close should not be disadvantaged from receiving assistance from Council just because a few were allowed to remain open had an early spike in trade.

Clr Culhane also stated, quote *“why would you give a blanket relief to the owners of the building not necessarily the operators, for that reason it’s a very silly idea.”*

However, this statement by Clr Culhane, seems to be contrary to most commercial arrangements. If the operator has to close their doors, then the owners of the building lose their income because they will not be collecting rent, which they may rely on to pay the rates or any mortgage on the building. In that situation they are also being disadvantaged and would be grateful of any rate relief to compensate for their loss in rent income.

There are a significant number of business owners in the Shire that would greatly appreciate assistance from Council. These are the business people who get up every morning and take a monetary risk to open a business and provide employment to people in the community.

In the 2020/21 Draft Budget we are not making any allowances to support small businesses coming out of the COVID-19 Pandemic. Small businesses in the villages and towns of this Shire are a forgotten necessity. Additionally, under Councils 4 year

Notices of Motion

NOTICE OF MOTION cont'd

Delivery Plan Programme (2020/2024) we are spending zero dollars in Tourism Promotion and Business.

It is time for Council to show some initiative by being pro-active in supporting small business, to show some compassion, to show businesses across the Shire that they have not been forgotten, that Council understands the importance of small business in the future growth of this Shire and Council is here for support.

GENERAL MANAGER'S COMMENT

Council is aware of the COVID-19 pandemic impacts on businesses and are sympathetic to their circumstances. Council has adjusted the procedure for implementing the Council Rates and Charges Hardship Policy to allow a simpler streamlined access to rates hardship measures for all ratepayers.

In addition, Council is not charging interest on any overdue rates arrears or overdue rate instalments, for all rating categories, for the three month period, May to July 2020, this is estimated to lower interest income on overdue rates by \$25,000 and provide relief to those ratepayers for a three month period.

Council has the ability to waive or reduce fees with the application of Section 610E of the Local Government Act 1993 under the newly established COVID-19 category.

If Council were to adopt the recommendation to waive the rating categories of Business - Crookwell, Business – Gunning and Business – Taralga for the Ordinary General Rates (excluding; water access, sewerage, stormwater and domestic waste management annual charges) for a six month period in 2020/2021, this waiver is estimated to total \$71,283 and would provide rates relief to 160 individual Rates Assessments.

Note: There is no allowance for the reduced Ordinary General Rates income in the Council draft 2020/2021 Operational Plan at this point in time.

A point of consideration is that the waiver of Ordinary General Rates would only apply to the legal owner of the land and there is no guarantee this rates relief would be passed onto a commercial tenant of the property.

At the 16 April 2020 Ordinary Council Meeting it was decided it was prudent to make no changes to Council rating system at this time. This decision was taken in the knowledge of the Federal Government announcements related to government assistance funding packages including; the Job Keeper and Job Seeker subsidy scheme. The NSW Government has also announced funding assistance including; Small Business COVID-19 support grant and assistance to commercial and residential landlords. In addition, Council has streamlined access to rates hardship measures and is not charging interest on any overdue rates.

ATTACHMENTS

Nil

18 QUESTIONS WITH NOTICE

The following items are submitted for consideration -

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Questions With Notice - 21 May 2020

ITEM 18.1

Crookwell Pool

AUTHOR

Councillor Ron Cummins

Has the stability of the concrete pool been compromised by approximately 700,000 litres of water leaking from the pool and super saturating the sub-soil under and around the pool.

Will the hydrostatic pressure from this substantial volume of water, now that the pool is virtually empty, possibly lift the pool causing major structural damage to the concrete shell?

GENERAL MANGERS COMMENTS

Council has sought advice from a local pool expert, who advises that the risk of possible lifting of the pool or major structure damage is negligible. The issues of leakage is also being addressed with the EPA.

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.2

Review of Budget

AUTHOR

Councillor Ron Cummins

At the April meeting of Council, Cllr O'Brien asked the question and I quote, *"Maybe the General Manager can spend a little time and have another look at the budget and come back with some opinions then"*.

Will a report reviewing the 2020/21 Draft Budget by the General Manager be submitted to the 21st May, 2020 Council Meeting?

General Managers Comments

The GM Notes the draft budget aligns with current operational / strategic plans. However, this year's strategic land use plan and Council's recovery plan will highlight changes that will require funding. These changes will present an opportunity to either revisit this year's budget during quarterly review or consider inclusion in the 2021/2022 budget, adopting a holistic / broader perspective.

This year's budget 2020/2021 is a modest (conservative) budget based on COVID-19 and the uncertainty surrounding the current situation. It is noted the budget is flexible and relatively easy to change if required throughout the upcoming year to realign it to emerging issue during quarterly reviews

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.3 **Restructure of the Engineering Department**
AUTHOR **Councillor Ron Cummins**

1. What is the latest situation in relation to the actions taken by the Union and the outcomes from the Industrial Court in regards to the restructure of the Engineering Department?

GENERAL MANAGERS COMMENTS

ULSC has been working closely with USU on a weekly basis since 17 February 2020. This work has resulted in Commissioner Murphy of the Industrial Relations Commission, with USU support, to discontinue the matter in the commission. ULSC and the USU will continue to work collaboratively to complete any outstanding tasks.

2. Will the General Manager now be taking steps to restructure the whole of Council?

GENERAL MANAGERS COMMENTS

Yes. It is expected that a communication plan for the staff, management and stakeholders will be developed in May-June 2020. The next steps will include a review of Infrastructure Directorate restructure (i.e. what has worked?, what didn't?) and whole of Council identification of gaps and solutions in the current structure. The aim is to have restructure completed by December 2020.

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.4 Council Meeting Times

AUTHOR Councillor Ron Cummins

1. What is the cost to Council and the public in having the General Manager, Directors and Secretarial Staff attending daytime meetings and not being able to perform their normal daytime duties due to Council meetings now being held between 9am and 12 noon?

GENERAL MANAGERS COMMENTS

There is a minimal cost in either daytime or nighttime council meetings. Council is returning to its historical day time meetings where previously senior staff managed the duties of their staff and their own performances to meet timeframes and workloads.

2. How does this impact on the normal service levels to the public when Council is open for business during standard daytime working hours if the General Manager, Directors, Managers and Secretarial Staff are not at their desks due to these daytime meetings?

GENERAL MANAGERS COMMENTS

Currently a variety of situations and scenarios are managed to meet customer needs and any change will be managed to minimise any impact. This impact was managed previously when historically council meetings were run in the daytime.

3. Does that same disruption to services to the public and the cost to Council occur with night time meetings?

GENERAL MANAGERS COMMENTS

Any disruption during either daytime or nighttime meetings is minimal and can be easily managed.

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.5 **Local Strategic Plan Process**
AUTHOR **Councillor Richard Opie**

1. Can the General Manager please outline where Council is up to in relation to the Local Strategic Plan process?
2. The LSPS is being advertised, what is the next stage?
3. Where is Council currently up to in relation to the changes to the prohibition list relating to uses across the shire, and what is the next stage?

GENERAL MANAGERS COMMENTS

The Local Strategic Planning Statements are being advertised from 1 May to 31 May 2020. Council has created a temporary website ulschaveyoursay.wordpress.com, specifically for this project. The document has also been uploaded on Council's normal website, NSW Government planning portal, notified in newspapers and posters exhibited in our larger towns and villages.

The Upper Lachlan Shire Council have your say website provides an email conversation area. Views will be reviewed by Council staff before publication. Comments are also publicly available. People can also submit a comment or question confidentially, if required.

The Local Strategic Planning Statements have also been provided to adjoining Councils, State Government and various State Government agencies.

Council will receive a report on the community consultation process at its June 2020 Council meeting. At this meeting, Council will have the option of amending, adopting or readvertising the LSPS. If adopted, this will meet the State Government requirements of adoption before the end of June 2020.

Council has discussed the list of prohibited items in the Upper Lachlan Local Environmental Plan 2010 with the NSW Department of Planning Industry and Environment. The Department has requested that Council proceed with a planning proposal. This has commenced.

It is anticipated that the preparation of a planning proposal will take up to three months. The format, detail, inclusions or exclusions in the planning proposal will need to be further discussed with the Department and possibly Council during the preparation.

Once the planning proposal is prepared, it will be presented to Council to be adopted for submission to the Department.

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.6 **Flood Plain Risk Management**
AUTHOR **Councillor Richard Opie**

At the Council meeting on 20th April 2017 the flood plain risk management plan, a study for the villages of Crookwell, Gunning, Collector and Taralga was adopted and Council Development Control Plan 2010 was amended in accordance with the Flood Risk Management Plan.

The Flood Risk Management Plan included seven management measures Management measures 6 and 7 were given priority 1 assessment and were considered to be an essential part of the Flood Risk Management Plan.

Have Council taken any steps to comply with the management measures 1 to 7 particularly measures, 6 and 7 which were given a priority 1 measurement of risk?

GENERAL MANAGERS COMMENTS

Measures 6 and 7 of the adopted Flood Risk Management Plan and Study are included in Council's future Capital Expenditure Delivery Program.

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.7 **Crookwell Swimming Pool**
AUTHOR **Councillor Richard Opie**

It appears the Crookwell Council swimming pool has been drained, can you please advise where the pool water was drained to?

GENERAL MANAGERS COMMENTS

This matter is currently being investigated and council is working closely with the EPA to resolve the issue.

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.8 **Section 94 Contributions**
AUTHOR **Councillor Richard Opie**

The Mayor at the December 2019 Ordinary Council Meeting stated that an urgent workshop would be set up in late January 2020 to discuss the Section 94 contributions across the Shire. As it is now May 2020 some 5 or 6 months later when will this workshop take place?

GENERAL MANAGERS COMMENTS

A discussion paper is before Executive for final approval. Once approved the discussion paper will be forwarded to Councillors. Further discussions regarding a workshop date is to be discussed at May 2020 Council Meeting.

ATTACHMENTS

Nil

Questions With Notice - 21 May 2020

ITEM 18.9

EPA issues

AUTHOR

Councillor Richard Opie

Can you please advise what actions are currently being undertaken by the EPA in relation to their requirements issued to Council to carry out remedial works, procedural changes and reporting to the EPA for:

1. Crookwell transfer station.
2. Binda and Tuena transfer stations.
3. Taralga Sewer and Water infrastructure
4. Crookwell Swimming Pool.
5. Gunning Sewer Infrastructure.

GENERAL MANAGERS COMMENTS

1. Council is working closely with EPA on Crookwell landfill site and expect to meet our agreed deadlines by September 2020.
2. EPA issues Bigga and Tuena were exacerbated when Council was operating as a landfill. Both sites have been temporarily capped and are working as transfer stations. These sites are now staffed so bins are closed and litter contained within bins with an ensuing reduction in littering of rubbish around the site. Council has an agreed plan with EPA at both sites.
3. Taralga STP has an agreement with DoPIE and EPA for an interim site plan for the next 12 months.
4. Council is investigating Crookwell swimming pool at this present time, but is working with EPA to resolve any issues.
5. Gunning STP cause of discharge ascertained and agreement reached with EPA to minimise any future discharge issues.

The General Manager recommends a workshop be held in May 2020 to discuss all EPA issues and their solutions.

ATTACHMENTS

Nil

General Manager's Statement

Confidentiality

Councillors and staff are reminded of their obligations in respect to the need for confidentiality and not disclose or otherwise misuse the information which is about to be discussed, failure to do so could result in a reference to the Pecuniary Interest and Disciplinary Tribunal and/or result in a prosecution in accordance with Sec. 664 of the Act for which the maximum penalty is \$5,500.

CONFIDENTIAL SESSION

Section 10A(2) of the Local Government Act, 1993 provides that Council may, by resolution, close to the public so much of its meeting as comprises the receipt or discussion of matters as listed in that section, or for any matter that arises during the course of business during the meeting that should be treated as confidential in accordance with Section 10(2) of the Act.

Council's Agenda for this meeting contains reports that meet the criteria specified in Section 10A(2) of the Act. To consider these reports in confidential session, Council can adopt the following recommendation:

RECOMMENDATION

That, in accordance with Section 10A(2) of the Local Government Act, 1993, the Public and the Press be excluded from the meeting to enable Council to determine Items 19.1, 19.2 and 19.3 in confidential session for the reasons indicated:

Item 19.1 Hardship request for additional rebate of water use for undetected water leak - Reservoir Road, Crookwell

This report is considered to be confidential in accordance with Section 10A(2b) of the Local Government Act, 1993, as it relates to personnel matters concerning particular individuals.

Item 19.2 Hardship request for rebate of water use charges - Robertson Lane, Crookwell

This report is considered to be confidential in accordance with Section 10A(2b) of the Local Government Act, 1993, as it relates to personnel matters concerning particular individuals.

Item 19.3 Hardship request for additional rebate of water use charges for undetected water leak - Kialla Road, Crookwell

This report is considered to be confidential in accordance with Section 10A(2b) of the Local Government Act, 1993, as it relates to discussion in relation to the personal hardship of a resident or ratepayer.

19 CONFIDENTIAL SESSION

The following items are submitted for consideration -

- 19.1 Hardship request for additional rebate of water use for undetected water leak - Reservoir Road, Crookwell
- 19.2 Hardship request for rebate of water use charges - Robertson Lane, Crookwell
- 19.3 Hardship request for additional rebate of water use charges for undetected water leak - Kialla Road, Crookwell