



**I hereby give notice that an Ordinary Meeting of Council will be held on:**

**Date: Wednesday, 26 April 2023**  
**Time: 2:00 PM**  
**Location: Condobolin Council Chambers**

# **BUSINESS PAPER**

**Ordinary Council Meeting**

**26 April 2023**

## *Lachlan Shire –THE HEART OF NSW*



### *Our Vision:*

*For the Lachlan Shire to be a resilient community  
providing economic and social growth, through  
evolving, agricultural, business and mineral activities*

### *Mission:*

*To engage the community, providing and delivering  
progressive services whilst implementing a long term  
strategic plan leading to the social and economic  
benefit of the community*

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**1 WEBCASTING**

Please note that today’s meeting, other than the confidential sessions, are being recorded and will be placed on Council’s website. All in attendance should refrain from making defamatory statements. Council takes all care when maintaining privacy, however members of the public gallery and those addressing Council should be aware that you may be recorded.

**2 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**

**3 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

Clause 254A of the NSW Local Government Act 1993 state...

**254A Circumstances in which annual fees may be withheld-**

*(1) Despite this Division, a council may resolve that an annual fee will not be paid to a councillor or that a councillor will be paid a reduced annual fee determined by the council—*

*(a) for any period of not more than 3 months for which the councillor is absent, with or without leave, from an ordinary meeting or ordinary meetings of the council, or*

*(b) in any other circumstances prescribed by the regulations.*

*(2) Despite this Division, if a councillor is absent, with or without leave of the council, from ordinary meetings of the council for any period of more than 3 months, the council must not pay any annual fee, or part of an annual fee, to that councillor that relates to the period of absence that is in excess of 3 months.”*

Councillor	22/02/2023	22/03/2023	26/04/2023	24/05/2023	28/06/2023	26/07/2023	23/08/2023	27/09/2023	25/10/2023	22/11/2023	13/12/2023
John Medcalf OAM	P	P									
Paul Phillips	P	P									
Megan Mortimer	P	P									
Melissa Blewitt	P	P									
Melissa Rees	P	P									
Peter Harris	P	P									
Dave Carter	A	P									
Dennis Brady	LoA	P									
Judith Bartholomew	P	P									
P - Present											
A - Apology											
LoA - Leave of Absence											

**4 CONFIRMATION OF MINUTES**

Ordinary Meeting - 22 March 2023

**MINUTES OF LACHLAN SHIRE  
ORDINARY COUNCIL MEETING  
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS  
ON WEDNESDAY, 22 MARCH 2023 AT 2:00 PM**

**PRESENT:** Mayor John Medcalf (OAM), Deputy Mayor Paul Phillips, Cr Judith Bartholomew, Cr Megan Mortimer, Cr Dave Carter, Cr Peter Harris, Cr Melissa Blewitt, Cr Melissa Rees, Cr Dennis Brady.

**IN ATTENDANCE:** Greg Tory (General Manager), Jon Shillito (Director - Environment, Tourism and Economic Development), Adrian Milne (Director - Infrastructure Services). Cherise Small (Executive Assistant).

The Chair welcomed those present and declared the meeting open at 02:08pm.

**1 WEBCASTING**

Statement regarding webcasting was read by the Mayor.

**2 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**

The acknowledgement of Country and Elders was made by Cr Rees.

**3 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

Nil.

**4 CONFIRMATION OF MINUTES**

**RESOLUTION 2023/27**

Moved: Cr Megan Mortimer

Seconded: Cr Judith Bartholomew

That:

The minutes of the Ordinary Meeting held on 22 February 2023 be confirmed with the following amendment:

1. Resolution No. 2023/7 , The date in the title of item no. 9.1.1 be changed to September 2024.

**CARRIED**

**5 MAYORAL MINUTE****5.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS MARCH****RESOLUTION 2023/28**

Moved: Cr Dennis Brady

Seconded: Deputy Mayor Paul Phillips

That:

The Mayoral Minute No. R23/56 be received and noted.

**CARRIED**

**5.2 MAYORAL MINUTE - CENTRAL NSW JOINT ORGANISATION BOARD MEETING - FEBRUARY 2023 HARRIS/ / CARTER****RESOLUTION 2023/29**

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

That:

1. The Mayoral Minute Report No. R23/68 be received and noted.
2. The report on the Central NSW Joint Organisation Board meeting of 23 February 2023 held online be received and Council note the changes to the NSW Charter with the following additions and changes highlighted in yellow.

*3.2 Associate Members*

*The following organisations are Associate Members of the Organisation as at February 2023:*

*Central Tablelands County Council;*

*Upper Macquarie County Council; and*

*Lithgow City Council.*

*4.2 Non-Voting Representatives*

*iv. the Mayor of Lithgow City Council*

*v. the Chair of Upper Macquarie County Council*

*the General Managers of Member Councils [and of Central Tablelands County Council, Upper Macquarie Country Council and Lithgow City Council ...*

*4.7 Chairperson and Deputy Chairperson*

*Remuneration for the Chair of the Central NSW Joint Organisation is \$10,000 per annum and will increase in line with the NSW Government Remuneration Tribunal and Local Government Remuneration Determinations for Non-Metropolitan Regional Rural Councils and be paid quarterly in advance subsequent to Board meetings.*

**CARRIED**

**6 PUBLIC FORUM**

Mr. Elias Bart – Former bowling club site offer to purchase.

Mr. Dave Rees - Condobolin Medical Services.

**7 DISCLOSURE OF INTEREST**

**Cr Medcalf declared a pecuniary interest in item 9.3.1 Tottenham Aerodrome – Request For Additional Permitted Use, as his daughter in law works for Delta Agribusiness.**

**RESOLUTION 2023/30**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

Council move into closed session to discuss the following items:

**17.7 Outstanding sundry debtor 21656**

This matter is considered to be confidential under Section 10A(2)di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**17.5 Condobolin Depot**

This matter is considered to be confidential under Section 10A(2)c and g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**CARRIED**

**17.7 OUTSTANDING SUNDRY DEBTOR 21656****RESOLUTION 2023/31**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The General Manger's Report No R23/64 be received and noted.
2. Council authorise the immediate commencement of debt recovery action in accordance with Council's adopted Debt Recovery Policy to recover all outstanding charges in relation to sundry debtor account 21656 subject to the requirements of section 129 of the Conveyancing Act that "a reasonable time" be given to make good the breach.



3. In accordance with Annexure B clause 12 and section 129 of the Conveyancing Act Council terminate the lease and take possession of the property.
4. Council's legal representative be engaged to draft and serve the necessary notice required under section 129(1)(a) of the Conveyancing Act.
5. Negotiations commence to find an alternate tenant for the property.

**CARRIED**

#### **17.5 CONDOBOLIN DEPOT**

##### **RESOLUTION 2023/32**

Moved: Cr Melissa Rees

Seconded: Cr Dennis Brady

That:

The Director of Environment, Tourism and Economic Development Report No. R23/61 be received and noted.

**CARRIED**

#### **8 READ AND NOTE**

##### **8.1 INVESTMENTS AS AT 28 FEBRUARY 2023**

##### **RESOLUTION 2023/33**

Moved: Cr Megan Mortimer

Seconded: Deputy Mayor Paul Phillips

That:

The Director Corporate and Community Services Report No. R23/47 be received and noted.

**CARRIED**

##### **8.2 BUILDING PROJECTS MONTHLY UPDATE FOR FEBRUARY/MARCH**

##### **RESOLUTION 2023/34**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

The Director of Environment, Tourism and Economic Development Report No. R23/48 be received and noted.

**CARRIED**

**RESOLUTION 2023/35**

Moved: Cr Peter Harris  
 Seconded: Cr Melissa Blewitt

That:

The recommendations included in the business paper to receive and note the following items be adopted:

- 8.3 FY22/23 Urban Works Monthly Update for March.
- 8.4 FY22/23 Utilities Monthly Update March.
- 8.5 Development Data February 2023.

**CARRIED**

**8.6 DELIVERY PROGRAM 6 MONTHLY UPDATE TO 31 DECEMBER 2022**

**RESOLUTION 2023/36**

Moved: Cr Peter Harris  
 Seconded: Cr Megan Mortimer

That:

The General Manager’s Report No. R23/43 be received and noted.

**CARRIED**

**Note: Cr Harris requested that in future a legend be included in the Delivery Program Report describing the meaning of the traffic light colours.**

**8.7 ACTIVE RESOLUTIONS – MARCH**

**RESOLUTION 2023/37**

Moved: Cr Peter Harris  
 Seconded: Cr Melissa Blewitt

That:

The General Manager’s Report No. R23/55 be received and noted.

**CARRIED**

**8.8 FY22/23 ROADWORKS MONTHLY UPDATE FOR FEBRUARY**

**RESOLUTION 2023/38**

Moved: Cr Melissa Blewitt  
 Seconded: Cr Melissa Rees

That:

The Director Infrastructure Services Report No. R23/54 be received and noted.

**CARRIED**

Meeting paused at 3:59pm.

Meeting resumed at 4:14pm.

**9 DECISION REPORTS**

**9.1 GENERAL MANAGER**

<p><b>9.1.1 CORRESPONDENCE REPORT</b></p> <p><b>RESOLUTION 2023/39</b></p> <p>Moved: Cr Dave Carter</p> <p>Seconded: Cr Peter Harris</p> <p>That:</p> <p>The Correspondence Report No. R23/59 be received and noted.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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**9.2 CORPORATE AND COMMUNITY SERVICES**

<p><b>9.2.1 DONATIONS</b></p> <p><b>RESOLUTION 2023/40</b></p> <p>Moved: Deputy Mayor Paul Phillips</p> <p>Seconded: Cr Peter Harris</p> <p>That:</p> <p>The Director of Corporate and Community Services Report No. R23/45 be received and noted.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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<p><b>RESOLUTION 2023/41</b></p> <p>Moved: Deputy Mayor Paul Phillips</p> <p>Seconded: Cr Melissa Blewitt</p> <p>That:</p> <p>The Council provide a \$200 donation to the RSL Life Care William Beech Gardens for their Biggest Morning Tea event.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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<p><b>RESOLUTION 2023/42</b></p> <p>Moved: Cr Melissa Blewitt</p> <p>Seconded: Cr Dennis Brady</p> <p>That:</p> <p>The Council approve the \$900 donation requested by Lake Cargelligo &amp; District Historical Museum Inc.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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**RESOLUTION 2023/43**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Peter Harris

That:

The Council defer a decision on the request for a \$20,300 donation from the Anglican Parish of Lake Cargelligo and a report be submitted to the April 2023 council meeting outlining the option of providing a loan for the requested funds.

**CARRIED**

**9.2.2 INVESTMENT POLICY ANNUAL REVIEW****RESOLUTION 2023/44**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Corporate & Community Services' Report No R23/51 be received and noted
2. The reviewed Investment Policy be adopted as presented.

**CARRIED**

**9.3 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT**

**Cr Medcalf declared a pecuniary interest in item 9.3.1 Tottenham Aerodrome – Request for Additional Permitted Use, as his daughter in law works for Delta Agribusiness.**

**Cr Medcalf vacated the chair and left the meeting.**

**Cr Phillips assumed the chair.**

**9.3.1 TOTTENHAM AERODROME - REQUEST FOR ADDITIONAL PERMITTED USE CARRIED****RESOLUTION 2023/45**

Moved: Cr Dave Carter

Seconded: Cr Dennis Brady

That:

1. The Director of Environment, Tourism and Economic Development Report No. R23/21 be received and noted.
2. The Council request that the Applicant (Delta Agribusiness) prepare and submit a scoping proposal, including consideration of land tenure, to allow Council to formally consider a request to add an additional permitted use on Lot 1 in DP 862360 (5077 The Bogan Way, Tottenham) known as Tottenham aerodrome.
3. A report be presented to Council before formal advice is issued regarding the scoping proposal.

**CARRIED**

**Cr Medcalf returned to the meeting.**

**Cr Phillips vacated the chair.**

**Cr Medcalf resumed the chair.**

### **9.3.2 COUNCIL DEVELOPMENT APPLICATION CONFLICT OF INTEREST POLICY**

#### **RESOLUTION 2023/46**

Moved: Cr Peter Harris

Seconded: Cr Dave Carter

That:

1. The Director of Environment, Tourism and Economic Development Report No. R23/58 be received and noted.
2. The draft Council Development Application Conflict of Interest Policy attached to this report be adopted.
3. The Council Development Application Conflict of Interest Policy be placed on exhibition for a minimum period of 28 days, with any significant submissions received to be reported to Council for consideration. If no significant submissions are received, no further action will be required.

**CARRIED**

### **9.3.3 REQUEST FOR FINANCIAL ASSISTANCE - LAKE CARGELLIGO TAXI TRUCK PROMOTIONAL CURTAIN**

#### **RESOLUTION 2023/47**

Moved: Cr Peter Harris

Seconded: Cr Melissa Blewitt

That:

1. The Director of Environment, Tourism and Economic Development Report No. R23/65 be received and noted.
2. The Council resolve to support the continued promotion of Lake Cargelligo through the digital printing of two (2) new truck body curtains for the Lake Cargelligo Taxi Truck at a cost of \$3,680.00 (inclusive of GST).
3. The financial assistance for the initiative be funded from the Tourism Promotional Materials and Activities budget.
4. The Council's logo be included on the truck curtain.

**CARRIED**

**9.3.4 TOTTENHAM WATER TOWER MURAL DESIGN****RESOLUTION 2023/48**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

Council defer this report to close session in accordance with Section 10A(2) c,g of the local government Act as the information would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND advice conferring litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**CARRIED**

**9.4 INFRASTRUCTURE SERVICES****9.4.1 ROAD ENCROACHMENT ORANGE STREET, CONDOBOLIN BRADY / CARTER****RESOLUTION 2023/49**

Moved: Cr Dennis Brady

Seconded: Cr Melissa Rees

That:

1. The Director Infrastructure Services Report No. R23/62 be received and noted.
2. The Council acquire part of Lot 3, Sec A, DP 16964 pursuant to section 177 of the Roads Act 1993 for the purpose of road widening at the intersection of Orange, Tasker and Fay Streets, Condobolin.
3. The Council will acquire the Land by compulsory process pursuant to section 30 of the Land Acquisition (Just Terms Compensation) Act 1991.
4. The Council instructs its solicitors to make application to the Minister of Local Government to approve the acquisition under the Land Acquisition (Just Terms Compensation) Act 1991.

**CARRIED**

**10 DEPUTATIONS**

Nil.

**11 NOTICES OF MOTION****11.1 NOTICE OF MOTION - REQUEST FOR FUNDING SUPPORT COMMUNITY WELCOME EVENTS****RESOLUTION 2023/50**

Moved: Cr Dennis Brady

Seconded: Cr Judith Bartholomew

That:

1. The Notice of Motion report no. R23/73 be received and noted.
2. Council provide two (2) donations of \$300 each to fund welcome to community events in Lake Cargelligo.
3. The funds be allocated from Council's General Donations Elected Members budget which has an available balance of \$14,603.
4. Council consider a budget allocation for meet and greet events across the shire in the current budget process.

**CARRIED****11.2 NOTICE OF MOTION - DEMENTIA AWARENESS DAY****RESOLUTION 2023/51**

Moved: Cr Dennis Brady

Seconded: Cr Megan Mortimer

That:

1. The Notice of Motion Report No. R23/74 be received and noted.
2. Council provide a donation of \$300 toward the Dementia Awareness Day occurring on 1 April 2023 to help fund the cost of the fundraising event.
3. The funds be allocated from Council's General Donations Elected Members budget which has an available balance of \$14,603.

**CARRIED**

**12 NOTICES OF RESCISSION**

Nil

**13 DELEGATES REPORT**

Nil

**14 CORRESPONDENCE**

Nil

**15 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**16 PETITIONS**

Nil



**17 CLOSED SESSION****RESOLUTION 2023/52**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

**17.1 Audit Engagement Plan for the financial year ended 30 June 2023**

This matter is considered to be confidential under Section 10A(2)f of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

**17.2 Tender T2023/03 - Murie Creek Culvert Installation**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**17.3 ARIC Minutes - February 2023 Meeting**

This matter is considered to be confidential under Section 10A(2)g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**17.4 Condobolin Pool Leak Sealing**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**17.6 50 Lachlan Street Condobolin - Offer to purchase**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**17.8 Tender Plant and Truck Hire - Additional Contractor**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**CARRIED****RESOLUTION 2023/53**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Dennis Brady

That:

Council moves out of Closed Council into Open Council.

**CARRIED****17.1 AUDIT ENGAGEMENT PLAN FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023****RESOLUTION 2023/54**

Moved: Cr Peter Harris

Seconded: Cr Dennis Brady

That:

The Director Corporate & Community Services Report R23/41 be received and noted.

**CARRIED****17.2 TENDER T2023/03 - MURIE CREEK CULVERT INSTALLATION****RESOLUTION 2023/55**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Infrastructure Services Report No. R23/49 be received and noted
2. The Council resolve to accept the tender submitted by Murrays Construction Pty Ltd in response to T2023/03 Murie Creek Culvert Installation.
3. The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.

**CARRIED**

**17.3 ARIC MINUTES - FEBRUARY 2023 MEETING****RESOLUTION 2023/56**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Dennis Brady

That:

1. The Director Corporate & Community Services Report R23/52 be received and noted.
2. The unconfirmed minutes of the Audit, Risk & Improvement Committee (ARIC) meeting held on 22 February 2023 be received and noted.

**CARRIED**

**Cr Rees left the meeting at 4:54pm.**

**17.4 CONDOBOLIN POOL LEAK SEALING****RESOLUTION 2023/57**

Moved: Cr Dave Carter

Seconded: Deputy Mayor Paul Phillips

That:

1. The Director Infrastructure Services Report No. R23/53 be received and noted.
2. Council acknowledge the deterioration of the Condobolin Swimming Pool and commit to reducing the leaks and preserving the structure.
3. Council resolve not to undertake a competitive Tender process for the leak sealing works, due to extenuating circumstances and unavailability of competitive or reliable tenderers that a satisfactory result would not be achieved inviting tenders.
4. Council engage Fibre Style Pool Surfacing to undertake leak sealing and fibreglass resurfacing of the Condobolin Swimming Pools, as outlined in their quotation document.
5. Council delegate authority to the General Manager to execute the contract documents.
6. Council make the necessary amendments to the Local Road and Community Infrastructure project list to include this project in the phase 3 program.

**CARRIED**

**17.6 50 LACHLAN STREET CONDOBOLIN - OFFER TO PURCHASE****RESOLUTION 2023/58**

Moved: Deputy Mayor Paul Phillips

Seconded: Cr Peter Harris

That:

1. The General Manager's Report No. R23/63 be received and noted.
2. The General Manager be authorised to negotiate the sale of 50 Lachlan Street Condobolin (lots 1//DP319876; B//DP408388; Y//DP448903; 3/4/5//10//DP758271; and 6//DP81908) at the price recommended in the independent market appraisal attached to the report.
3. Council's legal representative be engaged to prepare a contract of sale.
4. The sale contract include appropriate conditions regarding timeframes for the lodgement of a development application and commencement of construction etc, as contemplated in the offer to purchase, in addition to conditions outlined in the report.
5. Proceeds from the sale of the property be proportionally refunded to the Plant and Gravel Pit Rehabilitation Reserves.
6. The Mayor and General Manager be authorised to sign the contract of sale documents and affix the Council seal.
7. A further report on negotiations be reported to Council.

**CARRIED**

**17.8 TENDER PLANT AND TRUCK HIRE - ADDITIONAL CONTRACTOR****RESOLUTION 2023/59**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That

1. The Director Infrastructure Services Report No. R23/72 be received and noted.
2. The tender from M & S Pawsey Transport detailing rates for the plant and equipment term panel be accepted.
3. The General Manager be authorised to execute the contract documents.

**CARRIED**

**9.3.4 TOTTENHAM WATER TOWER MURAL DESIGN**

**RESOLUTION 2023/60**

Moved: Cr Dennis Brady

Seconded: Cr Judith Bartholomew

That:

Council defer Item 9.3.4 Tottenham Water Tower Mural Design to the project sub committee of Council for a decision comprising community members Sue Nichols and Mary Gregg, the Mayor and Manager Communication and Tourism for determination.

**CARRIED**

**The Meeting closed at 05:30pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 April 2023.**

.....

**CHAIRPERSON**

**5 MAYORAL MINUTE****5.1 MAYORAL MINUTE - MAYORAL CHARITY BALL, PENRITH CITY COUNCIL****TRIM Number: R23/79****Author: Executive Assitant****RECOMMENDATION**

That:

1. Mayoral Minute Report No. R23/79 be received and noted.
2. The Mayor, on behalf of Lachlan Shire Council, donate an amount of \$800 towards The Haven – Nepean Women’s Shelter.
3. The donation be charge to Council’s General donations – Elected Members which has a balance of \$13,503.00.

On the 22<sup>nd</sup> of March 2023 the Mayor and the General Manager, plus their partners, were invited to attend the inaugural Mayoral Charity Ball to be held in Penrith on the 5<sup>th</sup> of May 2023. The cost of the tickets, which were provided free of charge by Penrith City Council, is \$800.

The chosen charity for 2023 is The Haven – Nepean Women’s Shelter which provides emergency and shelter support for local women and their children fleeing domestic violence situations.

I would like to ask council that we move to donate towards the chosen charity.

**ATTACHMENTS**

Nil

**5.2 MAYORAL MINUTE - MEETINGS AND FUNCTIONS - APRIL****TRIM Number: R23/80****Author: Executive Assitant****RECOMMENDATION**

That:

1. Mayoral Minute Report No. R23/80 be received and noted.

**PURPOSE:**

To provide Council with details of the meetings and functions attended by the Mayor and Deputy Mayor for the month of April.

**MEETINGS AND FUNCTIONS ATTENDED BY THE MAYOR AND DEPUTY MAYOR****MARCH:**

29.03.2023 Lachlan Operations Update.

**APRIL:**

05.04.2023 Callara Culture & Heritage Aboriginal Corporation – Condobolin.

12.04.2023 Enterprise Risk Register Workshop.

12.04.2023 CNSWJO Local Government Remuneration Tribunal.

12.04.2023 ANZAC Day Commemorative Celebrations – Condobolin High School.

12.04.2023 Strategic Briefing – Condobolin.

12.04.2023 Lachlan Valley Working Group.

17.04.2023 Country Mayors Association Executive Zoom Meeting.

18.04.2023 Meeting with Hon. Mark Coulton MP - Condobolin.

19.04.2023 White Ribbon Day Celebrations - Condobolin.

19.04.2023 CNSWJO Health Portfolio Mayors.

25.04.2023 ANZAC Day - Tottenham

26.04.2023 Ordinary meeting of Council.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 4.2 Strong effective and responsive Council

**ATTACHMENTS**

Nil

- 6 PUBLIC FORUM**
- 7 DISCLOSURE OF INTEREST**



**8 READ AND NOTE**

**8.1 BUILDING PROJECTS MONTHLY UPDATE FOR MARCH/APRIL**

**TRIM Number: R23/76**

**Author: Manager - Projects and Building**

**RECOMMENDATION**

That:

1. The Director of Environment, Tourism and Economic Development Report No. R23/76 be received and noted.

**PURPOSE**

The purpose of this report is to provide a summary of projects currently being undertaken by the Environment, Tourism and Economic Development Department. The execution and completion of work varies on resource availability, weather conditions, work priorities and unforeseen circumstances. Work priority will be allocated based on safety and risk.

**SUPPORTING INFORMATION**

NIL

**BACKGROUND**

Council has adopted the 2022/23 budget and associated Delivery and Operational Plans. This report provides updates on the delivery of the capital and grant funded projects regarding buildings.

**ISSUES AND COMMENTS**

Please note that all projects were heavily impacted by the October/November/December flooding events. No work was undertaken in November/December. The majority of the projects recommenced in mid-January.

Project	Budget	Funding Source	Expend. To Date	Forecast Expend.	Comments
Condobolin and District Historical Museum - Extension to Museum and Display Enhancements	\$77,765	SCCF R3	\$31.6k	\$77,765	Revised option accepted by committee via confirmation email. Scope variation has been approved. Purchase order issued for the structure which has now arrived.

					Meeting held with local contractor on 7 January 2023. PO issued to builder for works. Works commenced in late March and the main structure has now been completed.
Condobolin Works Depot	\$7,246,707.60	\$6,000,000 Loan and remaining \$1.25m from Council reserves	\$2,953,289.97	\$7,246,707.60	Contracts signed. Works commenced 8 March 2021. Ongoing issue with alleged subsoil moisture which is the subject of a formal dispute raised by the contractor. In accordance with Interim Arbitration Award, Council has undertaken further site investigations and testing. Final report has been received. The contractor has ceased works on-site whilst the dispute remains unresolved. The Arbitrator has advised that his final determination will not be available until mid-April.
Lachlan Shire Visitor Information Centre	\$4,403,973.00 above includes contingency of \$347,836.03	Growing Local Economies Fund	\$2,270,833.54	\$4,403,973.00	PWA engaged to provide Project Management Services. PCG established to oversee project delivery. Contract has been issued to Patterson Building Group (PBG) to construct the VIC. PBG commenced works. PBG had to leave

					the site due to flooding. Works recommenced in the middle of January 2023. Significant progress has been made since works recommenced. Works on the building are expected to be completed by early May.
Lake Cargelligo Hall Upgrade	\$50,000	SCCF R4	\$46.7k	\$50,000	Most of the works have been completed. A variation was approved to install an alarm system which has been purchased. Now awaiting installation of alarm system.
Willow Bend Sport Centre – Roof Repair	\$75,000	SCCF R4	\$73.7k	\$75,000	All items purchased. Internal windows have been installed. One of the vents has been installed. Awaiting installation of other nine vents to complete the project which is expected to happen by the end of June.
Willow Bend Sports Centre Renewal	\$300,000	LRCI P3	\$46k	\$300,000	A meeting has been held with the manager of the sports centre to discuss potential impacts of works as well as options. Meeting held onsite with builders in regard to the amenities renewal. Initial quote received. Scope

					has been reviewed. Discussions held with local builder and awaiting a quote for revised scope. New fans have arrived, awaiting installation. PO has been issued for replacement A/C. Awaiting another quote from a contractor that visited the site in late March.
Companion Animal Surrender Cages - Lake Cargelligo	\$50,000	LRCI P3	\$1.7k	\$50,000	Preferred site has been identified. Plans have been finalised, quote has been received and purchase order has been issued to local builder. Project was delayed due to the flooding. Onsite meeting held with contractor to commence works.
Administration Centre Upgrade	\$320,000	LRCI P3	\$206k	\$320,000	Works have commenced. New A/C system has been installed, new lighting throughout. PO issued for Carpet, Electrical, IT equipment, partition wall. Above works were scheduled to commence in late November. However the space was required as the Emergency Operations Centre for the flooding event. The works commenced in late January and are now well

					underway. The main internal works have been completed, with some minor internal works remaining. External painting to commence late May.
Tottenham Caravan Park Enhancement	\$190,000	LRCI P3 \$190k & Council funds \$35k	\$77.7	\$190,000	Schedule of works being finalised. Quotes are being obtained and PO's to be issued for various items. Solar lighting has been installed throughout the park and on the footpath towards town. Works have been completed on the new office, patio slab and renewal of several rooms. Internal roads upgraded, drive thru sites have been provided.
Sign Replacement – Lake Cargelligo Foreshore walk	\$50,000	SCCF R3	Nil	\$50,000	Audit undertaken. Meeting was held with relevant parties on Monday 20 June 2022. Sign details are now being prepared with the stakeholders but have been delayed due to the flooding events. A funding variation has been sought.
Fire Appliance Display - Tullibigeal	\$125,000	SCCFR5	Nil	\$125,000	Initial meeting held with community members on 16 January 2023. Discussion was held in regard to obtaining some local history of the appliance,

					photographs, fire stories and interest in community members fixing up the appliance locally. Further meetings and discussions are being scheduled to progress the project, possibly in late April/early May, now that the funding has been confirmed.
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**Condobolin Works Depot Budget Update**

Please note there has been no change to these figures due to suspension of the work by the contractor.

Budget	\$7,816,707.60
Contract Value	\$7,246,707.60*
Other Works and Project Management Costs	\$570,000.00
Contingency (included in Contract Value)	\$400,000.00
Approved Variations	\$262,978.32
Remaining contingency	\$51,708.80
Current Expenditure	\$2,953,289.97

*All figures include GST*

*\* Figure includes Contingency*

Please note a saving of \$69,679.03 was achieved for the electrical substation, which has been reflected in the above approved variation figure.

**Visitor Information Centre Budget Update**

Budget	\$4,403,973.00
Contract Value	\$3,709,490.63
Other Works and Project Management Costs	\$341,058.56
Contingency	\$353,423.81
Approved Variations	\$74,691.54
Remaining contingency	\$156,602.83
Current Expenditure	\$2,270,833.54

*All figures include GST*

**FINANCIAL AND RESOURCE IMPLICATIONS**

Project management and financial controls are in place to manage financial expenditure and resource allocation.

**LEGAL IMPLICATIONS**

Nil. All project materials and services have been procured in accordance with the requirements of the NSW Local Government Act 1993 and Council's procurement policy. Environmental Planning and Assessment Act provisions are being complied with regarding development approvals and planning controls.

**RISK IMPLICATIONS**

Project management and financial controls are in place to manage time and budget risks. The projects have been assessed against relevant legislative requirements to minimise Council's exposure to risk.

Risks surrounding project delivery are being managed through the use of external project managers such as Public Works Advisory to assist with the delivery of building projects.

The cost of the formal arbitration process associated with the resolution of the contractual dispute with the Works Depot construction contractor possess a financial risk to this project that cannot be quantified at this time.

**STAKEHOLDER CONSULTATION**

Council's fortnightly news column, Talking Tottenham and Mayoral Newsletters update the community on the major improvement works being undertaken around the Shire.

Community consultation has been undertaken in relation to the projects, either through the Community Strategic Plan, through requests for projects to receive grant funding and/or through reports to Council advising of the projects which are being put forward for progression.

**OPTIONS**

Not applicable

**CONCLUSION**

This report updates Council on the capital improvements/new work being undertaken by the Environment, Tourism and Economic Development Department.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2 Strong effective and Responsive Council

**ATTACHMENTS**

Nil

**8.2 INVESTMENTS AS AT 31 MARCH 2023****TRIM Number: R23/84****Author: Manager - Finance****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R23/84 be received and noted.

**PURPOSE**

The *Local Government (General) Regulation 2021 section 212* specifies that Council's Responsible Accounting Officer must provide elected members with a monthly written report detailing the funds invested by Council. The report must include information up to the last day of the month immediately preceding the meeting.

The Responsible Accounting Officer must also provide a certificate stating whether the investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

**SUPPORTING INFORMATION**

Council's general bank account reconciled balance at 31 March 2023 is \$2,000,651. Investments held at 31 March 2023 totalling \$68,800,261 are set out in Attachment 1.

**Responsible Accounting Officer Certificate**

I certify that the investments have been reconciled with the Council's general ledger as at 31 March 2023, and that investments have been made in accordance with the *Local Government Act, Local Government (General) Regulation 2021* and Council's Investment Policy.

Karen Pegler

Responsible Accounting Officer

**FINANCIAL UPDATE**

As at the end of March 2023, Council's portfolio is compliant across its counterparty and credit quality limits. Over the past 12 months, the portfolio, excluding on call cash, returned +2.17% p.a., outperforming the AusBond Bank Bill Index (bank bills) by 0.13% p.a. Aggressive interest rate rises have been reducing Council's performance against the AusBond Bank Bill Index.

The RBA left the cash rate at 3.60% in April 2023. Governor Lowe's Media Release stated "The Board took the decision to hold interest rates steady this month to provide additional time to assess the impact of the increase in interest rates to date and the economic outlook.

Investment returns around 4.5% p.a. now appears likely if Council can place the majority of its surplus funds for terms of 12 months to 3 years.



**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

Investments are made in accordance with Council's Investment Policy and the Community Strategic Plan/Delivery Program Item 4.2.1, which aims to ensure that "Council is financially sustainable and provides services at a level expected by the community".

**CONCLUSION**

Investments will continue to be managed so Council can meet its cash commitments as and when they fall due.

**ATTACHMENTS**

- 1. Investment Report as at 31 March 2023**

**8.3 YOUTH SERVICES UPDATE TO COUNCIL - JULY TO DECEMBER 2022 YOUTH SERVICES REPORT AND FINANCIALS TO 31 DECEMBER 2022****TRIM Number: R23/92****Author: Director - Corporate and Community Services****RECOMMENDATION**

That:

1. The Director Corporate & Community Services Report No. R23/92 be received and noted.

**PURPOSE**

The purpose of this report is to provide Council with a summary of activities undertaken by Lachlan and Western Regional Services (LWRS) in relation to funding provided by Council for provision of Youth Services across the Shire. The documents are required to report on outcomes from the objectives identified in the Youth Strategy.

**SUPPORTING INFORMATION**

LWRS has provided the attached reports for Council's information:

- Written report - six months 1 July to 31 December 2022
- Financial report budgets vs actuals for half year ended 31 December 2022.

**BACKGROUND**

Council signed a funding agreement in 2021 with Western Plains Regional Services now Lachlan & Western Regional Services (LWRS) to deliver youth services on behalf of the shire, through to 30 June 2025.

**ISSUES AND COMMENTS**

The report for the six months to 31 December 2022 refers to objectives achieved in line with the Youth Strategy as well as the Delivery and Operational Plans.

Financial documents are also provided to show funds received and how these funds have been spent for the financial year to 31 December 2022.

LWRS still needs to provide the 2022 Annual Report.

**FINANCIAL AND RESOURCE IMPLICATIONS**

The youth services funding agreement allows for a Council contribution towards 2 distinct components. Council's 2023 FY budget provided for the following allocations:

Youth services \$206,810 including GST

Administration component \$61,083 including GST

**LEGAL IMPLICATIONS**

None identified.

**RISK IMPLICATIONS**

None identified.

**STAKEHOLDER CONSULTATION**

Lachlan & Western Regional Services Executive Officers on various dates.

**OPTIONS**

Not applicable.

**CONCLUSION**

The attached reports from LWRS outlines Youth Service activities undertaken between 1 July and 31 December 2022 and a financial report to 31 December 2022.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

Outcome 1.8 Wellbeing of Youth.

Outcome 4.2 Strong Effective & Responsive Council

Outcome 4.2.1 Council is financially sustainable and provides services at a level expected by the community.

**ATTACHMENTS**

- 1. LWRS Report July to December 2022**
- 2. LWRS Financial Report July to December 2022**

**8.4 FY22/23 UTILITIES MONTHLY UPDATE MARCH**

**TRIM Number: R23/95**

**Author: Manager - Utilities**

**RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R23/95 be received and noted.

**PURPOSE**

To provide a summary of the existing and future works and projects associated with the provision of water and sewerage services across Lachlan Shire. Items listed are works undertaken for March, in progress for the month of April and forecast for the month of May 2023.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Lachlan Shire Council is responsible for a suite of capital and operational works associated with the provision of water and sewerage services. This report provides status updates on projects and programmes of significance and interest to Council and stakeholders.

**ISSUES AND COMMENTS**

**Condobolin**

Project	Progress
RNSW 1879 Condobolin Water Supply Upgrade Scoping Study	<ul style="list-style-type: none"> <li>Continuing to wait for comments from DPE Water on the final draft of Condobolin WTP Scoping Study.</li> </ul>
RNSW 1880 Condobolin Sewerage Scheme Scoping Study	<ul style="list-style-type: none"> <li>Final monthly report for April 23 has been submitted. Once approved, the finalisation report and the final claim can be submitted to close off the project.</li> </ul>
RNSW 755 Condobolin Bore Fields II	<ul style="list-style-type: none"> <li>The final Deed of Agreement is still being finalised with the landowner.</li> <li>Draft new chlorinator technical memo has been received and is currently being reviewed by NSW Public Works and Council officer.</li> </ul>

DWS072 Condobolin Drought Water Security Project	<ul style="list-style-type: none"> <li>Contract 1: Pipeline – The final concrete surrounds for the valves to be certified by NSW Public Works. Following this, the final payment can be released and project completed.</li> <li>Contract 4: Under bore – the repeated flow and pressure test has given a satisfactory result. The certification documentation is being assessed by NSW Public Works.</li> <li>Contract 5: Transfer Pump Station – the brick work for the pump shed is 50% completed and the 155kL holding tank has been constructed.</li> </ul>
Lachlan St Sewer Pump Station – Concept and Detail Design Upgrade	<ul style="list-style-type: none"> <li>The draft detailed design has been submitted and currently being reviewed by Council officer.</li> </ul>
Condobolin Reservoir No.2 – Investigation Study	<ul style="list-style-type: none"> <li>Upon discussion with NSW Public Works, it was decided to include a business case to build a new Condobolin Reservoir in the concept design stage of the new Condobolin Water Treatment Plant. This has an obvious disadvantage regarding timeframes for delivery (estimated at 4-5 years). However, NSW Public Works have experienced similar situations with other Councils, where funding from DPE Water was achieved by combining the funding for the new reservoir with the new water treatment plant.</li> </ul>

**Lake Cargelligo**

Project	Progress
Lake Cargelligo STP – Screen Extractor	<ul style="list-style-type: none"> <li>Due to the complexity of the works and some discrepancy in the design, quotes are still expected to be submitted.</li> </ul>
Lake Cargelligo STP – Sewer Lagoons	<ul style="list-style-type: none"> <li>Planning is underway to carry-out works on the external banks.</li> </ul>
Lake Cargelligo Reservoir No.1 (4ML) and 16 Mile Reservoir Remediation	<ul style="list-style-type: none"> <li>There has been delays in finalising the report, it is now anticipated to be submitted by the end of April 23.</li> </ul>

**Tottenham**

Project	Progress
RNSW 841 Tottenham Water Supply	<ul style="list-style-type: none"> <li>The draft design and tender documents for the replacement Albert Reservoir have been provided to staff for comment. Expecting to release tender in May 23.</li> </ul>
Tottenham WTP Upgrade	<ul style="list-style-type: none"> <li>The quotes have been finalised and Contract awarded. The works will not commence until the temperature drops and the town water demand is decreases.</li> </ul>
Relocation of Albert Water Main Offtake	<ul style="list-style-type: none"> <li>The final connection has been completed. The new Albert water main offtake is now operational.</li> </ul>

**Shire Wide**

Project	Progress
RNSW 842 Sewage Effluent Reuse Management System (Lake Cargelligo, Condobolin & Tottenham)	<ul style="list-style-type: none"> <li>• After further discussions with the Tottenham racecourse committee, the location of the new holding dam will be moved outside the racecourse on the south eastern side of the racetrack.</li> <li>• The design of the solar panels is being finalised. Significant reduction in power supply costs have been achieved by the inclusion of solar panels and battery storage.</li> </ul>
Integrated Water Cycle Management (IWCM) Strategy	<ul style="list-style-type: none"> <li>• The final draft of the IWCM Issues Paper is anticipated to be received by the end of May 23.</li> </ul>
Natural Resources Access Regulator (NRAR) – metering requirements	<ul style="list-style-type: none"> <li>• The replacement of the flowmeters at the Condobolin WTP is still planned to be completed by the end of April 23.</li> </ul>

**FINANCIAL AND RESOURCE IMPLICATIONS**

<b>Project</b>	<b>Budget</b>	<b>Funding Source</b>	<b>Expenditure to Date</b>	<b>Forecast Expenditure</b>	<b>Comments</b>
RNSW 1879 Condobolin Water Supply Upgrade Scoping Study	\$110K	Restart NSW	\$64k	\$110K	Budget is on track
RNSW 1880 Condobolin Sewerage Scheme Scoping Study	\$80k	Restart NSW	\$39k	\$80k	Budget is on track
RNSW 755 Condobolin Bore Fields II	\$3.9M	Restart NSW	\$2.33M	\$3.9M	Budget is on track
DWS072 Contract 1: Pipeline	\$7.43M	Safe & Secure	\$7.35M	\$7.43M	Project nearing completion
DWS072 Contract 4: Underbore	\$1.76M	Safe & Secure	\$1.76M	\$1.76M	Project nearing completion
DWS072 Contract 5: Transfer Pump Station	\$2.69M	Safe & Secure	\$1.34M	\$2.69M	Budget is on track
Lachlan St Sewer Pump Station – Concept and Detail Design Upgrade	\$150K	Sewer Fund	\$96k	\$150K	Budget is on track
Condobolin Reservoir No.2 – Investigation Study	\$103k	Water Fund	\$22k	\$103k	Budget is on track
Lake Cargelligo STP – Screen Extractor	\$66k	Sewer Fund	\$48k	\$66k	Budget is on track
Lake Cargelligo STP – Sewer Lagoons	\$150k	Sewer Fund	\$8k	\$150k	Budget is on track
Lake Cargelligo Reservoir No.1 (4ML) and 16 Mile Reservoir Remediation	\$180k	Water Fund	\$25k	\$180k	Budget is on track
RNSW 841 Tottenham Water Supply	\$4.6M	Restart NSW	\$484k	\$4.6M	Budget is on track

Project	Budget	Funding Source	Expenditure to Date	Forecast Expenditure	Comments
Tottenham WTP Upgrade	\$270k	Water Fund	\$191k	\$270k	Budget is on track
Relocation of Albert Water Main Offtake	\$100K	Water Fund	\$218k	\$218k	Significant Budget overspend due to inadequate project scoping and unforeseen issues during construction
RNSW 842 Sewage Effluent Reuse Management System	\$2.556M	Restart NSW	\$409k	\$2.556M	Budget is on track
Integrated Water Cycle Management (IWCM) Strategy	\$491k	Safe & Secure Water Program	\$226k	\$491k	Budget is on track
Natural Resources Access Regulator (NRAR) – metering requirements	\$102k	Water Fund	\$79k	\$105k	Budget overspent (budget variation will be submitted in QBR3)

**LEGAL IMPLICATIONS**

In the Condobolin, Lake Cargelligo, Tottenham and Albert water supply schemes, sufficient high quality drinking water, which meets the standards prescribed in the Australian Drinking Water Guidelines (ADWG), is being supplied to the community. The day to day operation of Council’s water supply system is governed by DPE Water and the backwash discharge from the water treatment plant is administered by the EPA.

Non-potable water continues to be supplied to Tullibigeal, Fifield and Burcher.

Lachlan Shire Council is providing sewerage services to communities across the shire. The day to day operation of the sewerage services is governed by DPE and the effluent discharge from the sewerage treatment plant is administered by the EPA. There are significant risks should Council fail to achieve satisfactory outcomes in the following areas:

- Water quality
- Water quantity
- Effluent discharge quality
- Workplace Health & Safety
- Environmental Impacts



Council has systems in place to mitigate all risks in the form of trained personnel, documented work systems and routine audits and reports to various NSW Government Departments. Water and effluent quality are checked regularly to identify any deviation from the current guidelines and standards.

### **RISK IMPLICATIONS**

Risk associated with the engagement of PWA to assist with project delivery is mitigated by the formation of a project steering committee with INSW, DPE Water, PWA and Council staff representation.

Council senior staff regularly attend NSW Government agency meetings to keep updated on issues affecting water supply to the Lower Lachlan River System. This includes the River Operations Stakeholder Consultation Committee (Roscco), Lachlan Airspace Reference Panel, NSW Govt Critical Water Advisory Panel (CWAP) and Central West Joint Organisation Water Utilities Alliance (CWUA).

### **STAKEHOLDER CONSULTATION**

DPE Water, Infrastructure NSW, NSW Public Works Advisory, the EPA, NSW Public Health Unit representatives and relevant Council staff have been consulted in relation to capital works & operational projects and compliance issues. Residents impacted by planned temporary disruption of services are provided reasonable notice where possible using a combination of letter box drops, public notices and media releases.

### **OPTIONS**

1. Council continue to implement the water and sewer capital, operational and maintenance programs as resources permit, i.e. as funds, staff and contractors are available.
2. Council amend the water and sewer capital, operational and maintenance program.

### **CONCLUSION**

This report is provided to update Council on activities in the Utilities section in March, underway for April and planned for May 2023.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 7.1 Water, sewer and energy utilities meet best practice standards with up to date technology.

CSP 7.2 Water Security for All Towns and Villages.

### **ATTACHMENTS**

Nil

**8.5 CUSTOMER REQUESTS - MONTH ENDED 31 MARCH 2023****TRIM Number: R23/96****Author: Information Services Support Officer****RECOMMENDATION**

That

1. The Director Corporate and Community Services Report No. R23/96 be received and noted.

**PURPOSE**

This report is provided quarterly for the information of Councillors only.

**SUPPORTING INFORMATION**

Attached you will find a high-level summary report of the customer requests registered for the month of March 2023.

**BACKGROUND**

The Authority system has the ability to capture customer requests for service. Reporting to Council forms part of the Customer Relationship Management Framework.

**UPDATE**

Attached you will find a high-level summary report of the customer requests registered for the month ended 31 March 2023. You will note some line items may appear under more than one member of the executive leadership team (e.g. Council properties) as this relates back to the staff member registering the request into the Authority CRM module. This is not user error but is related to which department the staff member works in.

The Authority CRM module is not very flexible therefore graphs have also been attached to assist Councillor's gauge progress over time.

There are two (2) graphs attached. The first graph shows the number of requests that missed the target close off date over time. Please note these are percentages which can distort the actual results.

The second graph is complex and relates to the current month only:

- The left-hand axis and green bars show the number of requests created; and
- The right-hand axis and blue bar depict the number of open requests at the end of the month.

**FINANCIAL AND RESOURCE IMPLICATIONS**

There are no known financial implications.

**CONCLUSION**

The high-level CRM reports attached provide Council with data on the number of CRM's received and completed in the month of March.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2 Strong effective and Responsive Council

**ATTACHMENTS**

1. **CRMS March - Summary Report**
2. **CRMS March - Created vs Left Open Requests**
3. **CRMS March - Missed Due Date Graph**

**8.6 DEVELOPMENT DATA MARCH 2023**

**TRIM Number: R23/97**

**Author: Manager- Town Planning**

**RECOMMENDATION**

That:

1. The Director Environment, Tourism and Economic Development Report No. R23/97 be received and noted.

**PURPOSE**

This report is to provide Council with information in relation to development activity occurring within the Shire during March 2023.

**SUPPORTING INFORMATION**

Council’s Development Data.

**BACKGROUND**

During the month of March 2023 there were four (4) applications lodged with a value totalling \$629,101. Two (2) approvals were issued within this time.

***Development Applications and Complying Development Certificates Approved in March 2023.***

<b>Approval Number</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>	<b>Delegated Authority/Council</b>
DA 2022/38	Conversion of Existing Commercial Building to a Dwelling	4 Melrose Street, Condobolin	\$150,000	Delegated Authority
DA 2022/54	Construction of Unmanned Service Station	100 Loughnan Street, Lake Cargelligo	\$211,750	Delegated Authority
<b>TOTAL No. OF APPROVED DEVELOPMENTS</b>	<b>2</b>		<b>\$361,750</b>	

***Comparison to Previous Year: Applications Approved March 2022***

Total **Number** of Applications **approved in March 2022**: 9

Total **Value** of Applications **approved for March 2022**: \$1,773,630

***Development Applications and Complying Development Certificates Received in March 2023***

<b>Development Identifier</b>	<b>Development Description</b>	<b>Location</b>	<b>Value</b>
DA 2023/06	Construction of Rear Deck	20-24 McDonnell Street, Condobolin	\$50,000
DA 2023/07	Change of Use to Community Facility	21 Foster Street, Lake Cargelligo	\$5,000
DA 2023/09	Alterations and Additions to Buildings and Use as Community Facility	43 Bathurst Street, Condobolin	\$82,000
DA 2023/10	Construction of Dwelling	14 Randall Place, Condobolin	\$486,555
<b>TOTAL</b>	<b>4</b>		<b>\$623,555</b>

***Comparison to Previous Year: Applications Received March 2022***

Total Number of Applications **received in March 2022**: 5

Total Value of Applications **received for March 2022**: \$470,780

**ISSUES AND COMMENTS**

A total of thirty-eight (38) approvals have been issued this financial year at an average of 36 days, which is within the legislative timeframe for approvals and well below the average net days taken to determine a DA across all NSW Councils.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Regular consultation and engagement with applicants of Development Applications and Complying Development Certificates occurs during the pre-lodgement, assessment and approval stages of each application in line with legislation and Council’s planning instruments. Council also often engages with the community and adjoining owners in respect of applications.

**LEGAL IMPLICATIONS**

All applications are assessed in accordance with relevant legislation including the Environmental Planning and Assessment Act.

**RISK IMPLICATIONS**

Council has assessed all applications against relevant legislation to minimise Council’s exposure to risk.

**STAKEHOLDER CONSULTATION**

Regular consultation and engagement with applicants of Development Applications and Complying Development Certificates occurs during the pre-lodgement, assessment and approval stages of each application in line with legislation and Council's planning instruments. Council also often engages with the community and adjoining owners in respect of applications.

**OPTIONS**

1. Receive and note the report.

**CONCLUSION**

Development Application and Complying Development Certificate approved data reveals a total development value of \$8,396,863 for applications approved in the 2022/2023 financial year.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

Build Civic Leadership and Pride

Community Strategic Plan - 4.2 Strong Effective Responsive Council.

**ATTACHMENTS**

Nil

**8.7 FY22/23 URBAN WORKS MONTHLY UPDATE FOR MARCH****TRIM Number: R23/101****Author: Manager Urban Works****RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R23/57 be received and noted.

**PURPOSE**

The purpose of this report is to provide an update of the capital improvements in the Urban Works Section. The items listed are for works undertaken in March 2023, in progress for the month of April 2023 and forecast for the month of May 2023.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Council has adopted the 2022/23 budget and associated Delivery and Operational Plans. This report provides updates on the delivery of the Urban Works program, with some overlap with roads, utilities, tourism and buildings where required.

**ISSUES AND COMMENTS**

Project delivery in this area has focused on grant funded projects with funding deadlines and Capital works.

Supply chains for materials, contractors and manufactured goods have been affected by the past flooding event and staff continue to liaise with stakeholders and grant bodies regarding possible impacts. The majority of projects have re-commenced as the contractors and supplies have returned.

**Works Completed in March**

Tourism Precinct – stage 3. BBRF	The irrigation Contractors continued works installing the irrigation lines, sprinklers, river pumps throughout the precinct. The dog park fencing has been delivered and feature fencing ordered. Landscape commenced levelling the site, installing footpaths and continued spreading topsoil ready for the turf installation.
Scott Street Subdivision	Awaiting executed Contract Documents and other Quality Assurance Documentation to be returned to Council. Stormwater materials have been ordered
Footpaths	Contractor continues to be delayed.
SRA power upgrade	Awaiting on Essential Energy for final design approval, materials have been delivered.
SRA Ground LED Lighting upgrade	The Contractors commenced site works with the foundations and trenching complete.
SRA Ground Changeroom upgrade	Greenwich Building letter of acceptance issued and contract executed. Demolition of existing building and base construction underway using local contractor.
Apex Park Pontoon	Clean up and installation of Gabion basket will commence when water levels are reduced by Water NSW.
Lake Cargelligo Cricket Nets	Awaiting synthetic grass delivery before installing wall netting.
Lake Cargelligo Cricket club toilet	Delivery of the Toilet block is expected to be delivered in May this year.
Tottenham Swimming Pool Carpark	Wheel stops have been installed and the carpark is operational.
Tullibigeal Netball Court Refurbishment	The refurbishment of the netball courts is complete. The only outstanding matter is the installation of the netball posts.
Tottenham Swimming pool Solar Heating	Quotations have been received. Staff are assessing and will issue a purchase order for works to be completed during the winter.



**Works Underway in April**

Tourism Precinct – stage 3. BBRF	Continuation of the irrigation works, completed sections ready for turf. Landscaper continued levelling and clean-up of the site.
Scott Street Subdivision	Contract has been executed. Quality Assurance documentation has been provided. 13/04/23 Possession of site was granted– commencing 01/05/23
Footpath Construction	Contractor continues to be delayed. Advised on 12/04/23 they will commence both Frog’s Hollow and Bathurst Street works on 01/05/2023
SRA power upgrade	Site works to commence when approvals have been granted. Custom cabinets have been delivered.
SRA Ground LED Lighting upgrade	Foundations and trenching to be completed. The contractor is allowing the required curing time before re-commencing work in May.
SRA Ground Changeroom upgrade	Demolition of the existing toilet block and shed has been complete. Building platform has been complete. Head Building contract has been executed and site work commenced.
SRA Ground fencing upgrade	Quotations to be reviewed and reconfirmed. POs to be issued.
Lake Cargelligo Cricket Nets	Synthetic has been delivered and the contractor will install and complete works late April – early May.
Lake Cargelligo Cricket club toilet	Toilet building is being manufactured off site. Site works to commence in May.
Tottenham Swimming Pool Solar Heating	Site works have commenced. Contractors has confirmed works with be complete late April. Installation of the fencing to commence in May.
Tullibigeal Netball court resurfacing	Installation of new netball posts to be installed late May and additional works confirmed.

**Works Scheduled in May**

1. Tourism Precinct – stage 3. BBRF	2. Irrigation complete and landscaping to continue with installation of topsoil, fencing, and turf. Installation of dog park fencing to commence and tree planting.
3. Scott Street Subdivision	4. Site establishment and works to commence.
5. Footpath Construction	6. Contractor to be completing Frogs Hollow, Bathurst Street and River walk. Gum Bend Lake, Officers Parade and Busby Street to follow.
7. SRA Power upgrade	8. Essential Energy design approval. 9. Site works to commence.
10. SRA Lighting upgrade	11. Light towers installed and commissioned. Site works to be completed.
12. SRA Ground Changeroom upgrade	13. Construction of the changerooms to continue. 14. Concrete slab to be poured and brickwork to commence.
15. SRA Ground fencing upgrade	16. POs issued and site works to commence.
17. Lake Cargelligo Cricket club toilet	18. Main services installation to commence as the toilet building is being manufactured.
19. Lake Cargelligo Cricket Nets	20. Cricket pitch complete and operational.
21. Tottenham Swimming Pool Solar Heating	22. Installation of the solar heating to be complete and fencing works to commence.

**FINANCIAL AND RESOURCE IMPLICATIONS**

<b>Project</b>	<b>Budget</b>	<b>Funding Source</b>	<b>Expenditure to Date</b>	<b>Forecast Expenditure</b>	<b>Comments</b>
Tourism Precinct Stage 3	\$600K	BBRF 4 SCCF2	\$379K	\$600K	Budget is on track
7 footpath locations	\$1,221k	FLR, LRCI3, General Rev	\$106k	\$1,221k	Budget on track
SRA Power Upgrade	\$267k	Showground Stimulus	\$112k	\$267k	Budget on track
SRA LED lighting Upgrade	\$460k	MSCFF & Council	\$221k	\$460k	Budget on track
SRA Changeroom Upgrade	\$890k	MSCFF & Council	\$53k	\$890k	Budget on track
SRA Fencing upgrade	\$150k	MSCFF & Council	\$0k	\$150k	Budget on track
Apex Park pontoon	\$200K	Boating now	\$130K	\$200K	Budget is on track
Tottenham Recreation Security fencing	\$50k	SCCFR4	\$16k	\$50k	Budget underspent
Tullibigeal Net Ball Courts	\$135k	SCCF4	\$65k	\$70k	Budget underspent
Lake Cargelligo Cricket Nets	\$40k	Cricket NSW	\$31k	\$40k	Budget on track
Lake Cargelligo Cricket club Toilet	\$65k	SCCF4	\$15k	\$65k	Budget on track
Tottenham Swimming Pool Carpark	\$65k	LRCI2	\$64k	\$65k	On Budget
Albert Park BBQ and Picnic shelter	\$30k	LRCI2	\$29k	\$30k	On Budget

**LEGAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Priority will be given to grant funded works. Meetings held with Finance staff to confirm project completions and project funding roll over for incomplete works.

Inflation is causing some concern with budgets and supply of goods and materials.

The floods and the flood recovery have delayed a number of projects, council staff are monitoring closely and will inform the relevant stakeholders and funding bodies of delays or issues.

**STAKEHOLDER CONSULTATION**

Staff are seeking to engage with specific stakeholders on each project, in accordance with Council's community consultation policy. Meetings have been held with Tullibigeal Netball committee and Lake Cargelligo Junior & Senior Cricket Association, Condobolin Rugby, Junior League, Junior Cricket and Show society.

**OPTIONS**

1. Council continue to implement urban works capital improvements as programmed, as resources permit, i.e. as funds, staff and contractors are available.
2. Council amend the capital improvements program and budget.

**CONCLUSION**

This report updates Council on the capital improvements undertaken by the Urban Works team in March 2023, in progress for April 2023 and forecast work for May 2023.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 3.3 Upgrade Street Lighting
- 4.2 Strong, Effective and Responsive Council
- 4.4 Strategic Management of Villages and Crown Reserves
- 6.1 Increase recreational use of the lakes and rivers
- 6.3 New and visually appealing streetscapes
- 6.4 Improved Parks, Gardens and Sporting Ovals
- 6.5 Provision of neat, accessible and respectful cemeteries

**ATTACHMENTS**

Nil

**8.8 FY22/23 ROADWORKS MONTHLY UPDATE FOR MARCH****TRIM Number: R23/89****Author: Manager - Roads****RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No D23/89 be received and noted.

**PURPOSE**

The purpose of this report is to provide a summary of road works undertaken by the Infrastructure Services Department completed in March, works in progress in the month of April and works scheduled for the month of May. The execution and completion of works varies depending on resource availability, weather conditions, work priorities and unforeseen circumstances.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

There are a number of the externally funded Capital projects that are programmed to be completed by/before the end of the financial year in accordance with the requirements of the funding bodies. These include the entire round one of the Fixing Local Roads projects –

- Condobolin school precinct,
- Busby St/Harding Ave and Officers Parade and
- the Heavy Vehicle Safety Productivity round seven – Henry Parkes Way intersection upgrades.

To satisfy the funding bodies resources are being concentrated on these projects.

**UPDATE**

Four of Council's graders are undertaking construction projects or grade, water, roll projects. The other Six graders are continuing to complete flood damage restoration and routine maintenance grading on the unsealed road network with the assistance of contract graders when they are available.

Shepherd Services have commenced inspections and recording of Council's road network for the collection of flood damage evidence and preparation of a Natural Disaster Funding claim. They are programmed to complete this work by late-April with a schedule of works to be prepared by mid-May.

**Works undertaken in March**

- **Heavy patching, re-sheeting and grade water and roll undertaken on the following unsealed roads**
  - Main Roads
    - Nil
  - Shire Roads
    - SR 84 Booth Road – RTR/flood damage/restore access– gwr/gravel re-sheeting
    - SR 1187 Palesthan Road – SRV – gwr/gravel re-sheeting (contractor)
    - SR 147 Four Corners Road – gwr/flood damage
  
- **Road and culvert reconstruction and sealing undertaken on the following roads**
  - Main Roads
    - MR 57S Lachlan Valley Way/The Gipps Way – Regional NSW/Block grant – Construction of approaches to Smythes culvert is up to the design level. Stabilising of approaches will commence mid-April with final sealing programmed for late April
    - MR 57S The Gipps Way – FCR/Block grant – Nerathong Bridge replacement, the side track and temporary bridge is complete and traffic will be diverted onto it in mid-April to allow the contractor to begin demolition of the old bridge
    - MR 461 Melrose Street – HVSP/Block grant – Silos Road intersection reconstruction has been completed and final seal was completed in March
    - MR 7513 Lake Cargelligo Road – REPAIR program – 6 km of road has been widened and sealed. The next 2 km has been widened and will be sealed mid-April. The full 8 km will then be resealed
  - Shire Roads
    - SR 340 Silos Road – RTR – approx. 400 metres of road from Melrose Road to Golf Links Road has been reconstructed and sealed
  - Town Streets
    - Officers Parade – FLR/RTR – installation of stormwater system is continuing and should be completed late April. Reconstruction of the street pavement will then commence
    - Busby Street/Harding Ave – FLR – Replacement of water main on Busby Street is in progress. Leaking joints on this main was creating soft areas in the new road pavement and replacement of this main only option to prevent further failures in the new sealed pavement
    - Foster Street – Tourism Activation – Replacement kerb and gutter at the Lorne and Foster Street intersection is currently being constructed. With Traffic Islands and footpaving also occurring.
  
- **Road reseals/sealing**
  - Main Roads
    - MR 57S The Gipps Way – a two coat seal has been completed over repaired flood damaged culverts
    - MR 57S Murie culverts – a primer seal has been completed MR 231 Wyalong Road – a two coat seal has been completed on 2 km of reconstructed pavement

- MR 231 Wyalong Road – a two coat seal has been completed on 2 km of reconstructed pavement.
- MR 461 Melrose Road/Silos Road – HVSP/Block grant – a two coat seal has been completed on the intersection and a widen and reseal on approx. 500 metres of Melrose Road from tennis courts to railway line
- Shire Roads
  - SR 3 Tabratong Crossing Road – 600 metres reseal
  - SR 340 Silos Road – RTR – a two coat seal has been completed on 400 metres of reconstruction pavement
- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following unsealed roads**
  - Main Roads
    - nil
  - Shire Roads
    - SR 11 Moira Vale Road – maintenance grade/flood damage
    - SR 15 Belmore Road – maintenance grade/flood damage
    - SR 20 Braalghy Lane – maintenance grading
    - SR 23 Jumble Plains Road – maintenance grade/flood damage
    - SR 45 Boona Road – maintenance grading/flood damage
    - SR 50 Vermont Hill Road – maintenance grading/flood damage
    - SR 62 Carlisle Road – maintenance grade/flood damage
    - SR 63 Wilga Ridge Road – maintenance grade/flood damage
    - SR 87 Hubbards Road – maintenance grade/flood damage
    - SR 90 Grassmere Road – maintenance grade/flood damage
    - SR 91 Marsden Road – maintenance grade/flood damage
    - SR 94 Diggers Road – maintenance grade/flood damage
    - SR 97 Driftway Road – maintenance grade/flood damage
    - SR 101 Corinella Road – maintenance grade/flood damage
    - SR 102 Clargo Road – maintenance grade/flood damage
    - SR 115 Elsmore Road – maintenance grade/flood damage
    - SR 129 Bahrs Road – maintenance grade/flood damage
    - SR 140 Singh Road – maintenance grade/flood damage
    - SR 144 Burgooney Road – maintenance grade/flood damage
    - SR 145 Imries Lane – maintenance grade/flood damage
    - SR 146 Glasgows Lane – maintenance grade/flood damage
    - SR 149 Gubbata Road – maintenance grade/flood damage
    - SR 151 Mudda Rocks Road – maintenance grade/flood damage
    - SR 198 Fairs Road – maintenance grade/flood damage
    - SR 215 Avalon Lane – maintenance grade/flood damage
    - SR 262 Bush Home Road – maintenance grade/flood damage
    - SR 300 Lara Lane – maintenance grade/flood damage
    - SR 372 Woods Road – maintenance grade/flood damage
    - SR 414 Fyfes Road – maintenance grade/flood damage
    - SR 1347 Albert Road – maintenance grade/flood damage
    - Brooks Lane/Lake Cargelligo – maintenance grade/flood damage

- **Shoulder grading/slashing/vegetation control/patching and flood damage undertaken on the following sealed roads**
  - Main Roads
    - MR 57NN The Bogan Way – heavy patching/flood damage
    - MR 231 Wyalong Road – Reconstruction on failed section/flood damage
    - MR 501 Lachlan Valley Way (aka Hillston Road) – heavy patching/flood damage
    - MR 7513 Lake Cargelligo Road – pavement repair/flood damage/restore access
  - Shire Roads
    - SR 3 Tabratong Crossing Road – heavy patching/flood damage
    - SR 185 Yelkin Road – slashing
    - SR 1187 Palesthan Road - slashing
    - Pothole repair on several roads

### **Works in progress April**

- **Heavy patching, re-sheeting and grade water and roll in progress on the following unsealed roads**
  - All Roads
    - As required
- **Road and culvert reconstruction and sealing in progress on the following roads**
  - Main Roads
    - MR 57S Lachlan Valley Way/The Gipps Way – Regional NSW/Block grant – Construction of approaches to Smythes culvert is continuing
    - MR 57S The Gipps Way – FCR/Block grant – Nerathong bridge replacement, contractor completing the temporary bridge and side track. Traffic is diverted. Existing bridge demolition and new bridge construction will commence .
    - MR 57S Lachlan Valley Way/The Gipps Way – Regional NSW/Block grant – Commencement of road reconstruction from Utes in the Paddock to Smythes culvert
    - MR 7513 Lake Cargelligo Road – REPAIR program – Widening of last 2 km of 8 km of road is continuing
  - Shire Roads
    - SR 120 Merrihogie Road – FLR/RTR – road widening 4 km. Widening of the final 4km of this project has recommenced
  - Town Streets
    - Officers Parade – FLR/RTR – installation of stormwater system is 75% complete. Kerb and gutter, footpath installation and road reconstruction programmed for commencement in late April
    - Busby Street/Harding Ave – FLR – replacement of failed water main in progress
    - Foster Street – Tourism Activation - Kerb and gutter and footpath works to continue on Lorne Street intersection. Work on Canada Street intersection to commence in late April.



- **Road reseals/sealing**  
**Worth noting significant delays are being experienced due to Sealing Contractor availability**
  - Main Roads
    - MR 57 NN The Bogan Way – 500m heavy patching seal
    - MR 57S Lachlan Valley Way/The Gipps Way intersection – double coat seal
    - MR 501 Lachlan Valley Way (aka Hillston Road) – 10km reseal
    - MR 7513 Lake Cargelligo Road – sealing of last 2 km of widening and reseal over full 8 km of widened pavement
    - MR 7521 Kiacatoo Road – 7 km reseal
  - Shire Roads
    - SR 25 Kerriwah Road – RTR – reseal 4.6 km
  - Town Streets
    - Busby St/Harding Ave – 400m double coat seal
    - Maitland Street – 200m reseal
    - McDonnell/Molong Street – 400m reseal
- **Maintenance grading/sucker removal/storm damage repairs in progress on the following roads**
  - Main Roads
    - nil
  - Shire Roads
    - SR 13 Millridge Road – maintenance grade
    - SR 18 Hillside Road – maintenance grade
    - SR 42 Gobondary Road – maintenance grade (contractor)
    - SR 43 Back Tullamore Road – part length – maintenance grade (contractor)
    - SR 44 Melrose Plains Road – part length – maintenance grade (contractor)
    - SR 65 Euligal Road – maintenance grade
    - SR 78 The Troffs Road – maintenance grade (contractor)
    - SR 79 Halls Road – part length – maintenance grade (contractor)
    - SR 128 Roberts Road – maintenance grade
    - SR 130 West Milby Road – maintenance grade
    - SR 133 Whymarks Road – maintenance grade
    - SR 142 Yarren Road – maintenance grade
    - SR 261 Glenoma Lane – maintenance grade
    - SR 268 Linton Lane – maintenance grade
    - SR 361 Shanklin Lane – maintenance grade (contractor)
    - SR 380 Cincinnati Lane – maintenance grade (contractor)
    - SR 382 Bloomfield Road – Part length – maintenance grade (contractor)
    - SR 408 Deacons Lane – maintenance grade
    - SR 1006 Brotherony Road – maintenance grade
- **Shoulder grading/slashing/vegetation control and patching in progress on the following sealed roads**
  - All Roads
    - As required

**Works planned for May:**

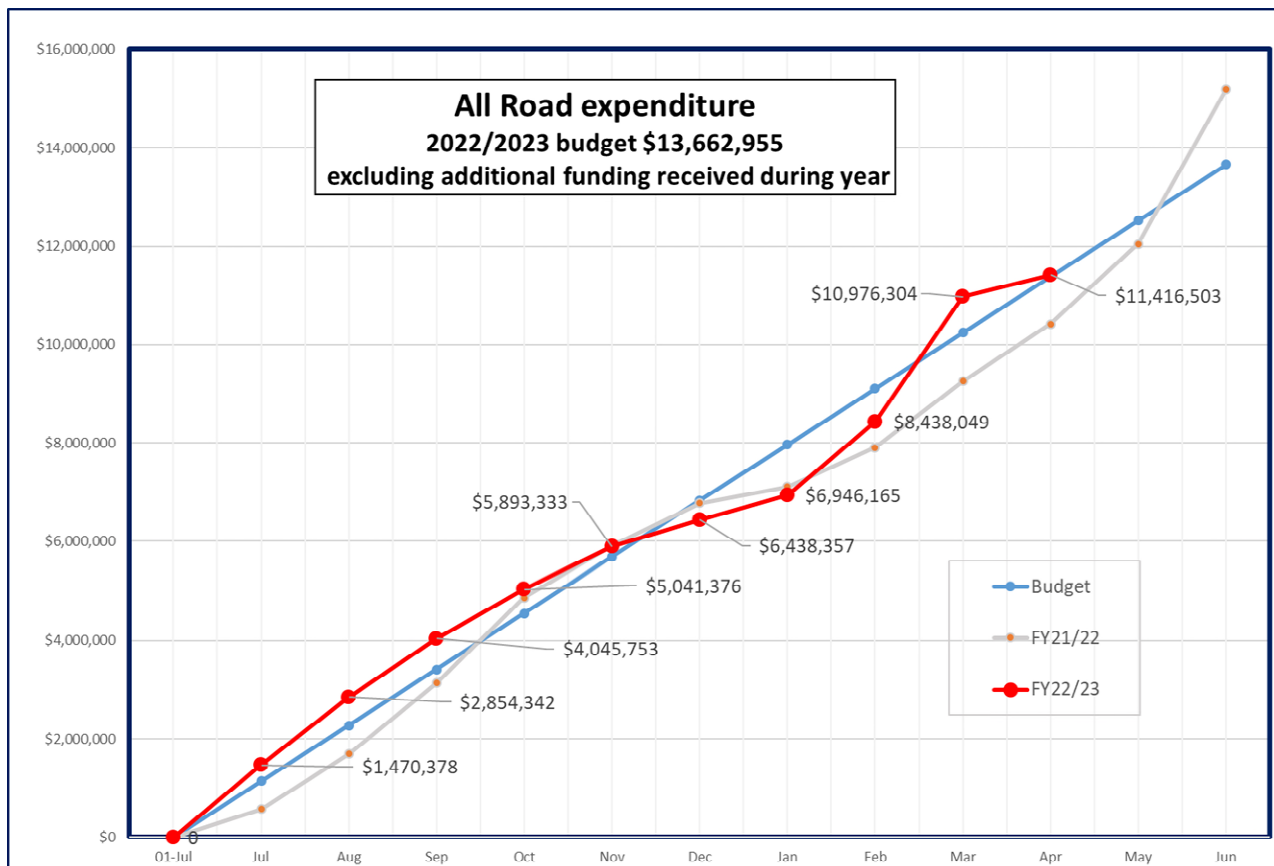
- **Heavy patching, re-sheeting and grade water and roll to be undertaken on the following unsealed roads**
  - Main Roads
    - nil
  - Shire Roads
    - SR 45 Boona Road – gwr/gravel re-sheet
  
- **Road resealing/sealing**
  - Main Roads
    - Completion of April program
  - Shire Roads
    - SR 10 Meadowview Road – RTR – reconstruct and reseal 3 causeways
    - SR 60 Springvale Road – RTR – reseal 5 km of narrow seal
    - SR 91 Grassmere Road – RTR – reseal 2.6 km of narrow seal
  - Town Streets
    - Officers Parade – FLR – two coat seal
    - Turner Street – 500 metres reseal
  
- **Road and culvert reconstruction and sealing to be undertaken on the following roads**
  - Main Roads
    - MR 57S The Gipps Way – FCR/Block grant – Nerathong bridge replacement. Contractor continuing on site.
    - MR 57NN The Bogan Way – FCR/Block grant – Jumble Plains Road intersection reconstruction and widening
  - Shire Roads
    - SR 120 Merribogie Road – FLR/RTR – road widening 4 km. Continuation of 4 km of widening
    - SR 230 Lachlan Valley Way – FLR/RTR - road construction for 10 km of seal extension, on hold until Merribogie Road project completed.
  - Town Streets
    - Visitor information centre – Regional NSW – completion of carpark construction
    - Officers Parade – FLR/RTR – kerb and gutter, footpath installation and road reconstruction will continue
    - Foster Street – Kerb and gutter, footpaving, tree planting will be nearing completion. Road pavement reconstruction will be underway.
  
- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following roads**
  - Main Roads
    - nil
  - Shire Roads
    - Roads not completed in April
  
- **Shoulder grading/slashing/vegetation control and patching undertaken on the following sealed roads**
  - All Roads
    - Ongoing pothole patching

**FINANCIAL UPDATE**

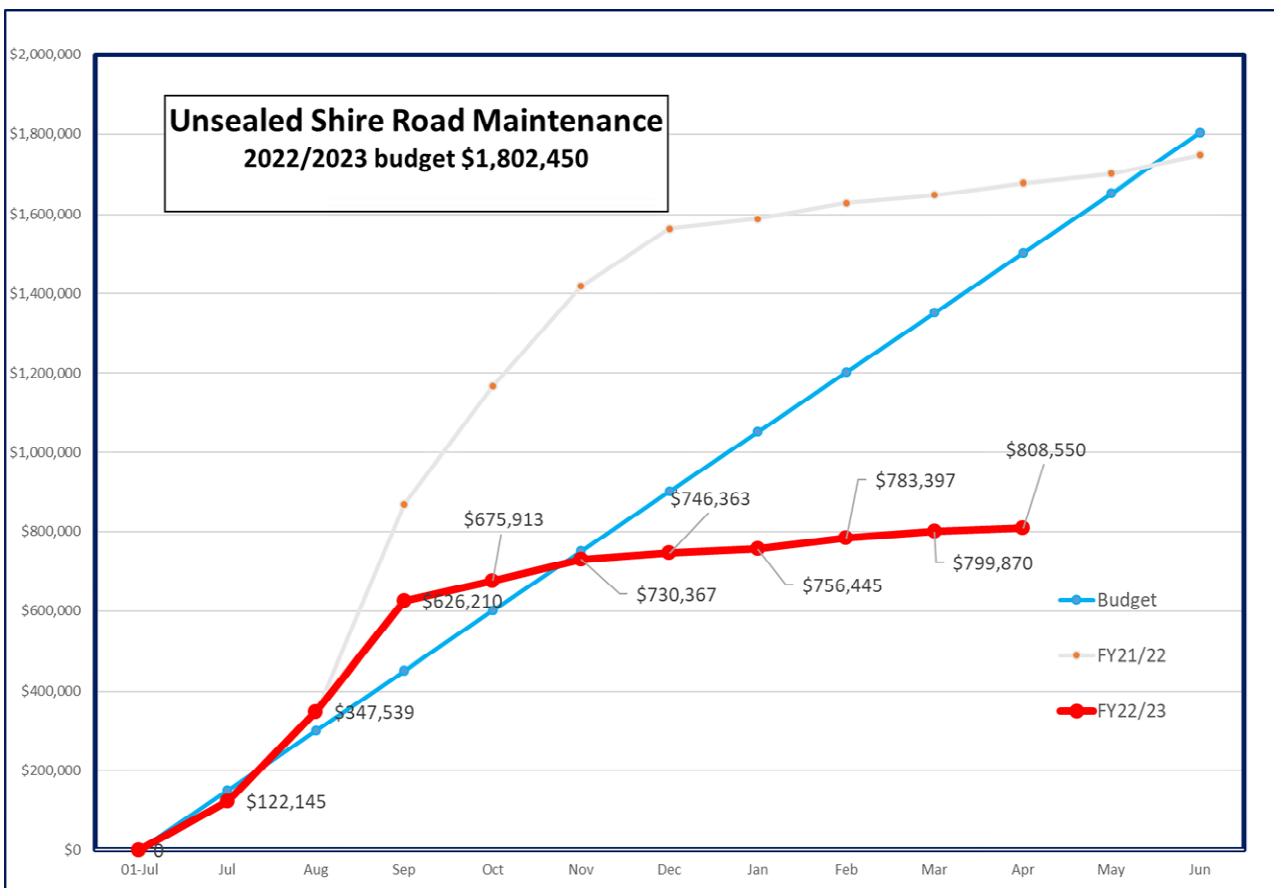
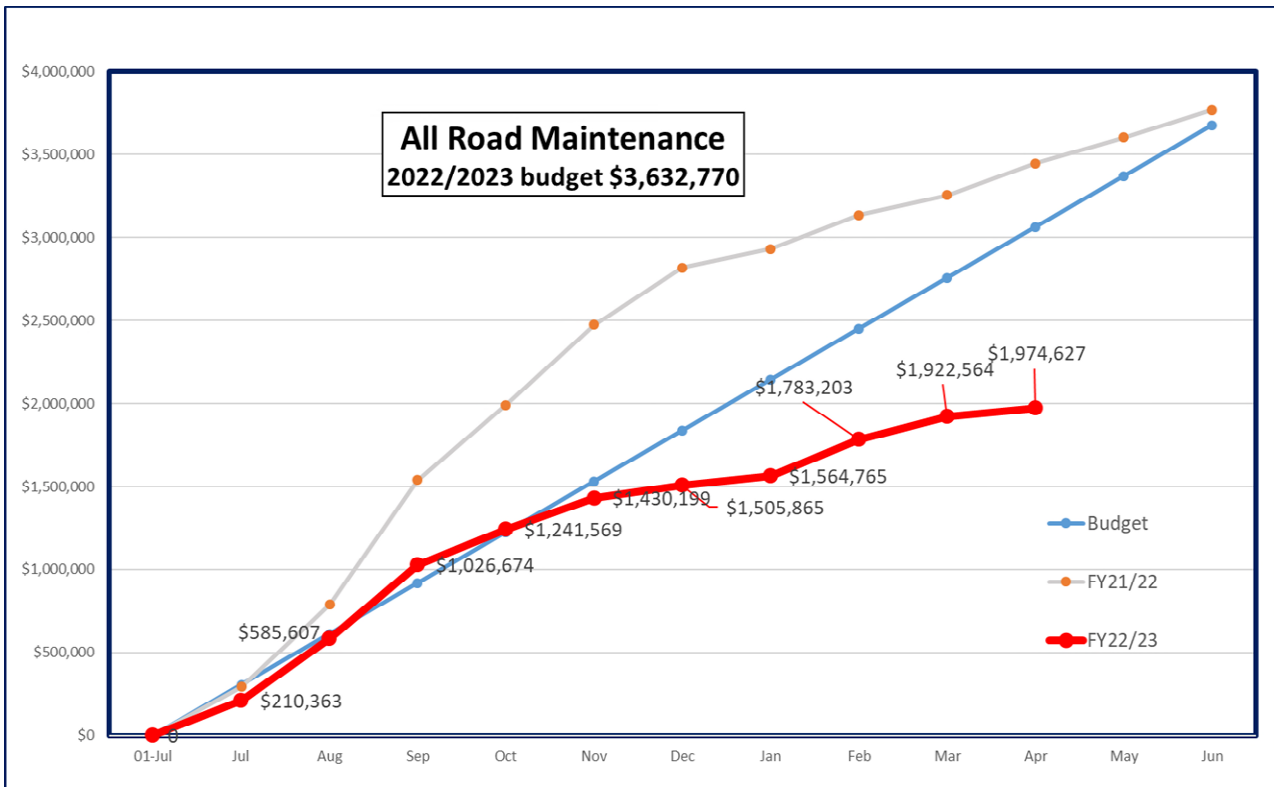
<b>CONSTRUCTION PROJECTS</b>					
<b>Regional Roads</b>					
<b>Project</b>	<b>Budget</b>	<b>Funding source</b>	<b>Expend to date</b>	<b>Forecast Expend</b>	<b>Comments</b>
Regional Roads, reseals					
MR 501 Lachlan Valley Way (aka Hillston Road)	440k	TfNSW Block Grant	\$0k	\$440k	10.0 km of 7.6 m wide seal
RR 7521 Kiacatoo Road	\$308k		\$0k	\$308k	7.0 km of 8.0 m wide seal
<b>Total</b>	<b>\$748k</b>		<b>\$0k</b>	<b>\$748k</b>	Programmed for Q4
Regional Roads, heavy patching	\$50k	TfNSW Block Grant	\$0k	\$50k	Programmed for Q4
Regional Roads, culvert renewal	\$60k	TfNSW Block Grant	\$0k	\$60k	Programmed for Q4
MR 461 William St / MR 57S Lachlan St intersection reconstruction	\$274k	TfNSW Block Grant \$0k, RTR \$274k	\$0k	\$0k	Design still be finalized. Block grant funding to be determined Project will not commence until FY22/23
MR 371 Foster St, Lake Cargelligo, Lake St to Lorne St reconstruction	\$3.6m	RTR \$500k, State Government funding \$2,800k, LRCI \$300k	\$480k in FY21/22 \$1.718m in FY 22/23 <b>Total \$2.198m</b>	\$3.6m	Construction in Progress
MR 57N The Bogan Way, widening 28 km	\$3.5m	FCR \$2.686m, TfNSW Block Grant \$814k	\$965k in FY20/21, \$2.103k in FY21/22, \$65k in FY22/23 <b>Total \$3.133m</b>	\$3.5m	Jumble Plains Road intersection reconstruction will commence in Q4
MR 57S The Gipps Way, Nerathong Bridge replacement	\$2.808m	FCR \$2.387m, TfNSW Block Grant \$421k	\$89k in FY20/21, \$358k in FY21/22, \$42K in FY22/23 <b>Total \$489k</b>	\$2.808m	Traffic using side track. Demolition of existing bridge is in progress
MR 57S, MR 377, Condobolin Freight Betterment and Visitor Centre road works	\$8.448m	Regional NSW funding \$5,599k, TfNSW Block grant \$2,149k, TfNSW Repair \$400k, RTR \$300k	\$1.235m pre 1 July 2021, \$2.41m in FY21/22, \$2.678m in FY22/23 <b>Total \$6.323m</b>	\$8.448m	Road construction over Smythes culvert is at final level
MR 461 Henry Parkes Way intersection upgrades, MR 7521 Kiacatoo Road and SR 340 Silos Road	\$516k	HVSP \$258k, TFNSW Block Grant \$208k, Graincorp \$50k	\$102k in FY21/22, \$449k in FY22/23 <b>Total \$551k</b>	\$570k	Project is complete apart from line marking. Additional cost will be funded from Block grant
RR 7513 Lake Cargelligo Road seal widening 8 km	\$800k	Repair \$400k, Block \$400k	\$559k	\$800k	6 km of widened shoulder sealed, remaining 2 km of sealing programmed for mid April

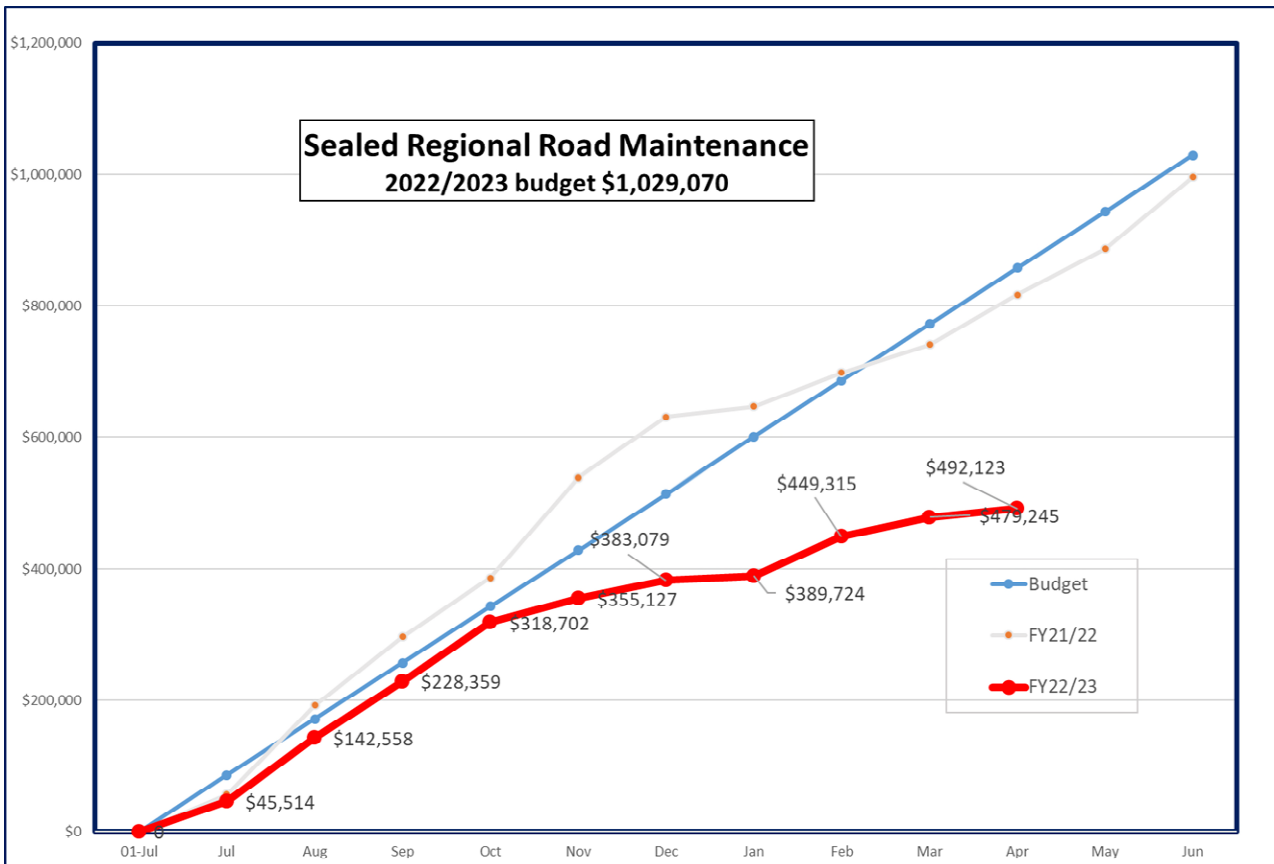
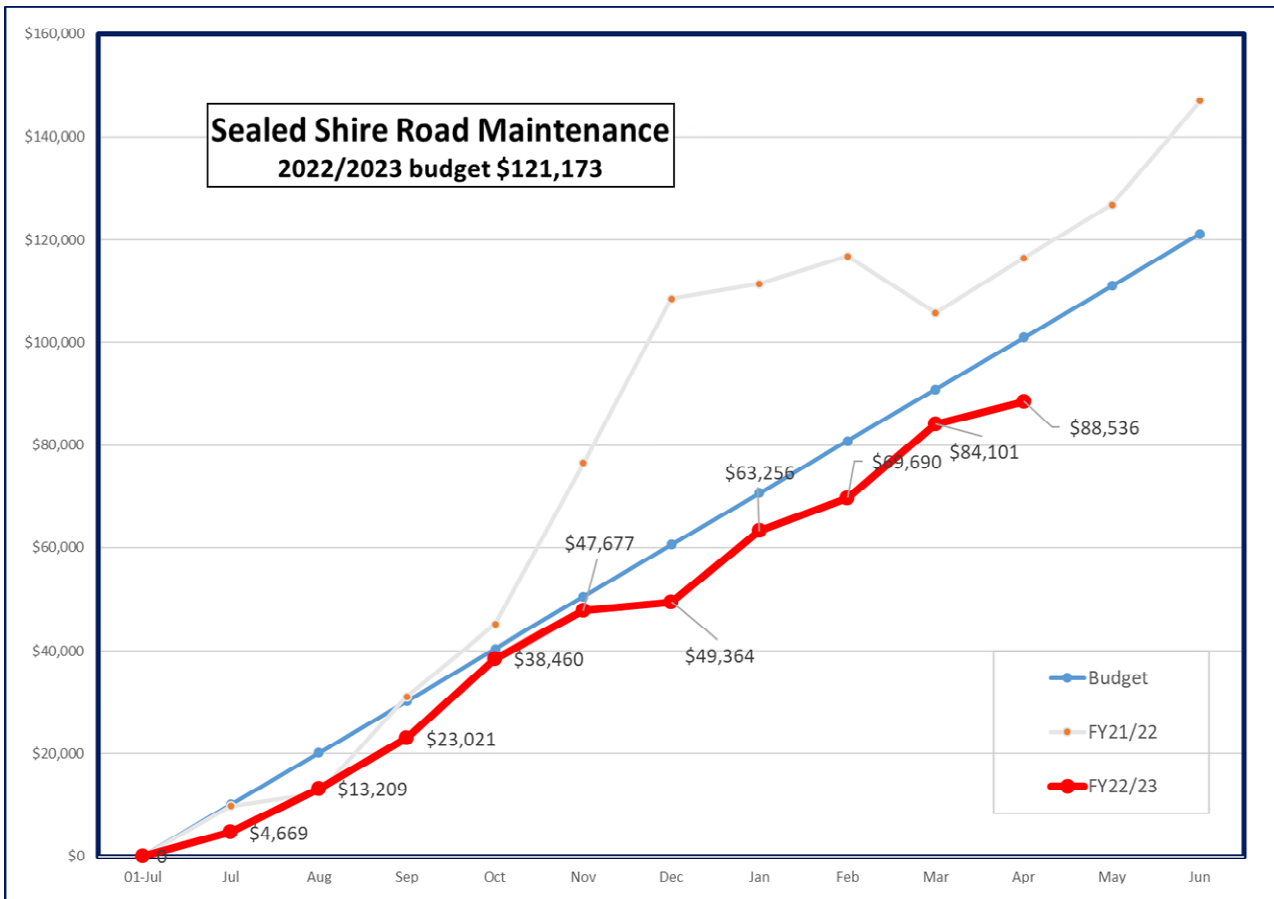
<b>CONSTRUCTION PROJECTS</b>					
<b>Local Roads</b>					
<b>Project</b>	<b>Budget</b>	<b>Funding source</b>	<b>Expend to date</b>	<b>Forecast Expend</b>	<b>Comments</b>
<b>Local road reseals</b>					
SR 60 Springvale Road	\$130k	FAG Roads \$140k, RTR \$450k	\$0k	\$130k	5.0 km of 4 m wide seal
SR 90 Grassmere Road	\$85k		\$0k	\$85k	2.6 km of 3.6 m wide seal
SR 10 Meadowview Road	\$60k		\$0k	\$60k	Reconstruction/reseal of 3 causeways
SR 25 Kerriwah Road	\$178k		\$0k	\$178k	4.6 km of 6.2 m wide seal
SR 3 Tabratong Crossing Road	\$37 k		\$36.8k	\$37k	<b>Complete</b>
<b>Total</b>	<b>\$490k</b>		<b>\$36.8k</b>	<b>\$490k</b>	Programmed for Q4
<b>Local roads gravel re-sheets</b>					
SR 1187 Palesthan Road	\$200k	Special Rate Variation \$200k, RTR \$504k	\$19k	\$200k	<b>Complete</b> Contractor's invoice not yet received
SR 45 Boona Road	\$160k		\$45k	\$160k	Work in progress
SR 186 Booth Road	\$120k		\$159k	\$160k	<b>Complete</b>
<b>Total</b>	<b>\$480k</b>		<b>\$223k</b>	<b>\$520k</b>	
Maitland Street HV upgrade	\$1.51m	FRC \$765k, RTR \$745k	\$1,465k pre July 2022, \$50k in FY22/23, <b>Total \$1.51m</b>	\$1.51m	<b>Complete</b> Last 200 metre will be resealed as part of local road reseals budget
SR 120 Merriboogie Road widen and reseal	\$1.4m	Fixing Local Roads \$1,260k, RTR 140k	\$649k in FY21/22, \$6k in FY22/23, <b>Total \$655k</b>	\$1.4m	Widening of last 4 km has commenced
SR 230 Lachlan Valley Way, 10 km seal extension	\$1.3m FY21/22, \$700k FY22/23	Fixing Local Roads \$1.9m, RTR \$100k	\$649k in FY21/22, \$420k in FY22/23 <b>Total \$1.069m</b>	\$2.0m	Gravel cartage and pavement construction in progress. Project will be completed in FY23/24
Busby St/Harding Ave reconstruction	\$800k	Fixing Local Roads	\$23k in FY21/22, \$398k in FY22/23 <b>Total \$421k</b>	\$800k	Road pavement reconstruction in progress
Condobolin School Precinct	\$1.68m	Fixing Local Roads \$1,360k, RTR \$50k, FAG Roads \$270k	\$660k in FY21/22, \$775k in FY22/23 <b>Total \$1,435m</b>	\$1.68m	Final sealing work programmed for Q4
Officers Parade upgrade	\$1.0m	Fixing Local Roads \$600k, RTR \$400k	\$169k in FY21/22, \$302k in FY22/23 <b>Total \$471k</b>	\$1.0m	Stormwater installation is 75% complete
Lansdale Road widening and upgrade	\$400k	Roads to Recovery	\$0k	\$400k	Programmed for Q4
Willis Lane seal extension	\$400k	Roads to Recovery	\$23k	\$400k	Vegetation clearing has commenced

FUNDING SOURCES					
Funding Source	Amount	Contribution	% spent	Used by	Comments
Roads to Recovery	\$2.748m including revote	100% Federal grant	42%	30-Jun	Year 4 of five program.
TfNSW Block and Supplementary Grants	\$3.132m	100% TfNSW	68%	30-Jun	To be spent by 30 June 2023
TfNSW Traffic Facilities	\$148k	100% TfNSW	73%	30-Jun	
TfNSW repair	\$400k	100% TfNSW	70%	30-Jun	
FAG Roads	\$3.28m	100% Federal grant	47%		To reserve if not used by 30 June.



Note: April 2023 expenditure does not include any labour or plant for the current month





Note: In addition to the above expenditure \$1,287m has been spent on Regional Road flood damage and \$1,552m has been spent on Local Road flood damage, total \$2.839 million and \$140k has been spent of pothole repairs.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP No. 3.1 Efficient transport networks that meet community and business needs.  
Transport Asset Management Plan.

**CONCLUSION**

Good progress on restoring the unsealed road network is being made, however the availability of contractors and Council resources is starting to slow that progress. Progress is also being made on several of the construction projects to ensure council's commitments to funding bodies are met.

**ATTACHMENTS**

Nil



**8.9 ACTIVE RESOLUTIONS - APRIL**

**TRIM Number:** R23/99

**Author:** Executive Assitant

**RECOMMENDATION**

That:

1. The General Manager's Report No. R23/99 be received and noted.

**PURPOSE**

To provide Council with an update on Active Resolutions as at April 2023.

**SUPPORTING INFORMATION**

The active resolutions are attached.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 4.2 Strong effective and responsive Council.

**ATTACHMENTS**

1. Active Resolutions

**9 DECISION REPORTS**

**9.1 GENERAL MANAGER**

Nil

## 9.2 CORPORATE AND COMMUNITY SERVICES

### 9.2.1 LACHLAN SHIRE COUNCIL LIBRARIES EXCLUSION AND DIRECTION TO LEAVE POLICY

**TRIM Number:** R23/42

**Author:** Librarian

#### RECOMMENDATION

That:

1. The Director Corporate and Community Services Report No. R23/42 be received and noted.
2. Lachlan Shire Council Libraries Exclusion and Direction to Leave Policy be adopted.

#### PURPOSE

To present a draft copy of the Lachlan Shire Council Libraries Exclusion and Direction to Leave Policy “the Exclusion Policy” to Council for discussion, amendment and adoption.

#### SUPPORTING INFORMATION

As attached.

#### BACKGROUND

This policy formalises the actions being taken in the libraries to deal with disruptive and anti-social behaviour. Closed Circuit Television (CCTV) cameras have previously been installed in public areas to assist with the safety of staff, library members and visitors while improving the security and discouraging vandalism.

#### ISSUES AND COMMENTS

The library staff are committed to providing a welcoming and safe environment. The Exclusion Policy applies to staff, library members and visitors to the Library both onsite and online. The policy complies with the NSW State Library Reader and Visitor Code of Conduct.

Adopting the Exclusion Policy formalises the action taken when staff are faced with unacceptable behaviour that may result in loss or damage to Council property.

The Exclusion Policy is designed to ensure the safety of staff, library members and visitors to the Library, by empowering staff to take appropriate action against unacceptable behaviour.

In particular, the Exclusion Policy defines what inappropriate or unacceptable behaviour is, and outlines the circumstances of exclusions that may apply in accordance with Part 3 Clause 17 of the *NSW Library Regulation 2018*.

#### FINANCIAL AND RESOURCE IMPLICATIONS

None identified.

**LEGAL IMPLICATIONS**

Lachlan Shire Council is required to comply with all relevant legislation, including but not limited to, the *NSW Library Act 1939* and the *NSW Library Regulation 2018*.

**RISK IMPLICATIONS**

Failure to implement a clear policy may lead to an unacceptable security risk to staff and other patrons.

Financial risk from damage to property and equipment.

**STAKEHOLDER CONSULTATION**

NSW State Library

**OPTIONS**

1. Adopt the draft Exclusion and Direction to Leave Policy as presented or
2. Adopt the draft Exclusion and Direction to Leave Policy after further amendment.

**CONCLUSION**

The draft Lachlan Shire Council Libraries Exclusion and Direction to Leave Policy is submitted for consideration by Council.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 4.2. Strong, effective and responsive council

CSP 5.4. Community Safety

4.2.2 Council's decision making is equitable and ethical – Ensure policies are reviewed regularly

4.2.5 - Council's exposure to risk is minimised

**ATTACHMENTS**

1. **LSC - Library Exclusion Policy**

**9.2.2 DRAFT COMMUNITY DONATION AND EVENT SUPPORT POLICY, PROPOSED TO COMMENCE 1 JULY 2023, FOR PUBLIC CONSULTATION****TRIM Number: R22/403****Author: Director - Corporate and Community Services****RECOMMENDATION**

That:

1. The Director of Corporate & Community Services Report R22/403 be received and noted.
2. Subject to any changes requested by Council, the draft Community Donation and Event Support Policy be placed on public exhibition for 28 days, from 27 April 2023.
3. Following the completion of the public exhibition period the Director of Corporate and Community Services present a further report to the June 2023 ordinary Council meeting, summarising any submissions received during the public exhibition period, for the consideration of Council prior to final adoption of the Community Donation and Event Support Policy.

**PURPOSE**

The purpose of this report is two-fold:

- to provide a draft copy of the revised Community Donation and Event Support Policy to Council for consultation; and
- to obtain Council approval to place the draft policy on public exhibition for 28 days.

**SUPPORTING INFORMATION**

N/A

**BACKGROUND**

The current version of the Donations Policy was adopted in 2017 and is now well overdue for review. Council has provided feedback to inform the revised policy.

**ISSUES AND COMMENTS**

Council regularly approves financial payments, the waiving of fees, in kind contributions such as the provision of venues, and rates concessions for a variety of community groups and organisations.

There is a need to ensure these allocations are made in accordance with an agreed position adopted by Council. A clear policy and process that helps to avoid regular ad-hoc requests made at Council meetings will be devised. All agreed processes must ensure fairness, equity, transparency, and accountability.

Council has previously expressed the desire to progress this policy but due to resource constraints and priority projects it had not been finalised.

The policy was previously discussed with Council and redrafted to incorporate recommendations. With the election of the new Council in December 2021, it is appropriate that the process recommence.

Stakeholder engagement will include the community, Councillors and relevant council staff across the organisation.

The new Policy is proposed to commence from 1 July 2023. At the time of adoption, the previous Donations Policy will be rescinded, as will any prior donation or concessions approvals. A delegation is proposed, under section 377 (1A) of the *Local Government Act 1993*, for the General Manager with the Mayor's support, to approve small applications. This is to streamline the process.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Council's annual Budget will provide an allocation to support community events, and to provide donations and concessions. A list will be provided to Council to approve as part of the Annual Budget process.

### **LEGAL IMPLICATIONS**

*Local Government Act NSW 1993* section 356

(1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

(2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.

(3) However, public notice is not required if—

(a) the financial assistance is part of a specific program, and

(b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and

(c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and

(d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.

*Local Government Act NSW 1993* section 377 General power of the council to delegate

(1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if—

(a) the financial assistance is part of a specified program, and

(b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and

(c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and

(d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

*Local Government Act NSW 1993 sections 610E and 610F*

Fee concessions are permissible in accordance with this legislation.

### **RISK IMPLICATIONS**

Legislative risk if Council is not compliant with all requirements under the Act, associated Regulations and Office of Local Government Guidelines.

### **STAKEHOLDER CONSULTATION**

Strategic Briefing – February 2023

A letter has been prepared to send all organisations who have received a donation, in kind support and concession since the 2018 financial year.

Please keep in mind, Council is relying on its records and other publicly available information to distribute the draft policy. If you hear of a group who has not received communication from Council, please ask them to call the Corporate and Community Services Administration Officers who will send them one.

The draft policy will be advertised on Council's website, shared in social media, and advertised in the newspapers and Council newsletters. An online survey has also been prepared which will be placed on the Council website. Paper copies will be available at the library, administration offices, Tottenham Post Office and Tullibigeal co-op.

### **OPTIONS**

1. Place the draft policy on public exhibition as presented.
2. Make recommendations to be incorporated before placing the draft policy on public exhibition.

### **CONCLUSION**

Council's current Delivery Program contains an action to schedule policy reviews throughout the Council term or within legislative requirements. It is proposed to progress promptly to enable public exhibition of the draft policy with formal adoption before 30 June 2023.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2 Strong, effective and responsive Council

4.2.1 Council is financially sustainable and provides services at a level expected by the community

4.2.2 Council's decision making is equitable and ethical

– Schedule policy reviews throughout Council term or within legislative requirements.

4.2.5 Council's exposure to risk is minimised.

### **ATTACHMENTS**

1. **Draft Community Donation and Event Support Policy for public consultation**

**9.2.3 HOME DIALYSIS WATER CONSUMPTION REBATE POLICY****TRIM Number: R23/44****Author: Administration Officer****RECOMMENDATION**

That:

1. The Director of Corporate & Community Services Report R23/44 be received and noted.
2. Subject to any changes suggested by Council the Home Dialysis Water Consumption Rebate Policy be adopted.

**PURPOSE**

To adopt a Home Dialysis Water Consumption Rebate Policy.

**SUPPORTING INFORMATION**

N/A

**BACKGROUND**

Council previously had received a request from a rate payer requesting a concession on their water consumption account. This had to be addressed as a business paper item as Council did not have a policy that addresses rebates applicable to those ratepayers that require home dialysis.

**ISSUES AND COMMENTS**

There is a need to ensure concessions or rebates are made in accordance with an agreed position adopted by Council. Adopting a specific policy and process will help to avoid ad-hoc requests being made at Council meetings. It will ensure that all requests are treated with fairness, equity, transparency, and accountability.

Council has no policy on concessions for home dialysis. However, a search of other water supply providers has identified a number of options:

- Clarence Valley Council provides a concession of up to a maximum of 100 kilolitres per financial year, or part thereof.
- Liverpool Plains Shire Council provides for a tier one tariff of up to 500kL.
- Sydney Water provides a concession of 400kL per annum.
- Queensland Urban Utilities provides a concession of up to 200 kL per annum.

This Policy will only apply to those properties rated as residential, with a residential water consumption tariff applied and, if more than one meter is connected, only to the meter connected to the house.



Even with the best management, chronic kidney disease sometimes progresses to end stage kidney disease (or kidney failure). In the end stage of kidney disease, kidney function will need to be replaced by either a kidney transplant or dialysis.

Dialysis can include home dialysis (either peritoneal dialysis or home haemodialysis) and centre-based haemodialysis (assisted hospital visits).

This policy relates to those who utilise home haemodialysis with the associated reliance on higher town water usage from dialysis machines as part of this treatment. Dialysis machine use can generate a significant amount of water usage (more than 120kL per annum) that can be attributed to the treatment process undertaken by the dialysis machine in a residential household situation.

It is intended that the policy recognises the increased cost burden of this treatment, and provides a system of charging that still recognises Council's requirement to achieve Best Practice cost recovery when providing an urban water service to the community.

Best Practice Management of Water Supply and Sewerage Guidelines require Council to achieve ongoing full cost recovery for their water supply and sewerage services.

The Policy will only apply to water consumption and not to the annual charge levied on the Rate Notice.

It is recommended Council consider a concession of 150kL per annum with the new Policy commencing from 1 July 2023.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Based on Council's 2023 Fees and Charges, if the full 150kL rebate was applied, the cost to Council would be \$465 per annum per property. Only one application has been received over the past two years. Future reviews of the Policy will include a note of how many applications were approved and are current. Should a significant increase be noted, consideration to a cap on total funding for the year, will be given. The Water Fund will not be worse off as the 2024 Annual Budget for rates and charges donations will include an amount for dialysis rebates.

#### **LEGAL IMPLICATIONS**

*Local Government Act NSW 1993 section 356*

(1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

(2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.

(3) However, public notice is not required if—

(a) the financial assistance is part of a specific program, and

(b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and

(c) the program's proposed budget for that year does not exceed 5% of the council's proposed income from the ordinary rates levied for that year, and

(d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.

**RISK IMPLICATIONS**

Legislative Risk if Council is not compliant with all requirements under the Act, associated Regulations and Office of Local Government Guidelines.

Reputational Risk should Council not recognise the impost of the extra kilolitres generated by the dialysis machine.

**STAKEHOLDER CONSULTATION**

Strategic briefing – February 2023

**OPTIONS**

1. Adopt the policy as presented.
2. Make recommendations to be incorporated before adopting the policy.

**CONCLUSION**

Council to review and recommend changes to be incorporated, if applicable, in order for the policy to be adopted.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2.1 Council is financially sustainable and provides services at a level expected by the community.

4.2.2 Council's decision making is equitable and ethical.

**ATTACHMENTS**

1. **Water Consumption Rebate for Home Haemodialysis Policy**

**9.2.4 DONATIONS****TRIM Number: R23/87****Author: Revenue/Finance Support Officer****RECOMMENDATION**

That:

1. The Director of Corporate and Community Services Report No. R23/87 be received and noted.
2. Council decline the \$20,300 donation requested by the Anglican Parish of Lake Cargelligo as the Church is able to apply for funding from the Diocese.

**PURPOSE**

Council is asked to consider requests for monetary and in-kind support for community events to be held in the 2022/2023 financial year.

**SUPPORTING INFORMATION**

A copy of the requests for donation are included as an attachment.

**BACKGROUND**

Throughout the year Council receives requests from individuals, community groups and sporting clubs for financial and in-kind support. This support may promote the liveability of the shire or enable residents to undertake representation in their chosen sport or activities outside of the shire.

**ISSUES AND COMMENTS**

Council received an allocation of \$239,651 in the Reconnecting Regional NSW Community Events Grants program. In July 2022, Council received an 80% upfront payment of \$191,720.80. Councillors will see transactions in the donation spreadsheet that are noted as such. These donations are not being presented to Council on a monthly basis.

**Anglican Parish of Lake Cargelligo**

The Anglican Parish of Lake Cargelligo has requested a donation of \$20,300 from Council for the upgrade and repair of the Anglican Church. The works will include replacing an old evaporative air conditioner with a new reverse cycle system, replacing damaged/ missing ceiling panels, upgrades to lighting and power points, replacing an old fridge and stove, and the delivery of gravel mix.

The success of this project will provide a more comfortable and safer environment for community members. The Parish will acknowledge council's financial contribution through Facebook, the local paper and by word of mouth. They aim to work with local trades people. This organisation has no recent history of financial support from Council.

Council should carefully consider this decision as the community has many groups that potentially need their facilities upgrading. In addition, Council should thoroughly review the attached policy to ensure the policy aims and assessment criteria are met.

This donation is unable to be supported in full due to the limited funds remaining in the Elected Members' budget (refer to assessment criteria item 1 of the Donations Policy).

This request does not meet the outcomes listed in the Community Strategic Plan which is one of the Donations Policy assessment criteria (refer to item iii).

Further information was requested at the March Council meeting around the possibility of providing a loan to the Church.

The Industry Incentive Policy (August 2015), which does refer to low cost loans, is considerably out of date and does not apply in this case. This policy's scope states it applies to any industry established or to be established within the shire boundaries.

Keep in mind, churches are exempt from general rates therefore are effectively being provided a subsidy by Council.

A call was made to Father Paul on the 4 April 2023 to discuss the request and to obtain further information regarding the donation:

- The church has raised \$1,000 from a "Go Fund Me Page" established for the project.
- No charity events or other fundraising activities have been conducted.
- A loan from the Church Diocese is feasible although the process is lengthy and has not been pursued.

The Riverina Diocese is the Corporate Trustee of the Diocese. A review of the Trust Deed permits the Diocese to lend money. Therefore it would seem this is the most appropriate place for the church to obtain loan funding.

Council does not have a policy that would permit a loan. Given Council is not a financial institute and needs to consider its financial sustainability, it would not be a prudent decision to offer loans to any organisations.

Tottenham Tennis Club was provided a loan in 2005 but it was for Council owned infrastructure. This loan was not been fully repaid and a separate report is included to this April Council meeting recommended that the balance of the debt be written off.

### **Awaiting Responses**

#### Back to Fifield event

The Fifield community has requested a donation for the Back to Fifield event. The proposed date for the event is 29<sup>th</sup> September 2023. Further information has been requested from the committee and once this is received, it will be submitted for Council's consideration.

#### Tess Cross Memorial Team Penning

A response from the Tess Cross Memorial Team Penning Organisation for information to allow payment of the approved donation has not been received. The donation was approved at the December 2022 meeting and staff were in contact with the organisation on 15 December 2022 to obtain the organisation's bank account details. A follow up email was sent on 25 January 2023. Without these details, the donation cannot be paid.

**FINANCIAL AND RESOURCE IMPLICATIONS**

A provision was made in the FY2022/2023 budget to provide cash and in-kind support for Community events and general donations. There is \$12,603 available in the elected member's general donations budget. There is insufficient funding available to support the request.

**LEGAL IMPLICATIONS**

*Local Government Act 1993* NSW Section 356 Can a council financially assist others?

A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

**RISK IMPLICATIONS**

There is reputational risk for Council when making decisions to approve or not to approve particular requests.

**STAKEHOLDER CONSULTATION**

February & April 2023 Strategic Briefings

March 2023 Council meeting.

**OPTIONS**

1. Provide the full amount of the requested donation.
2. Decline the full amount of the requested donation.
3. Vary the amount of the donation.

**CONCLUSION**

Council is asked to consider and make a resolution on the amount of any donation it wishes to provide.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 4.2.1 Council is financially sustainable and provides services at a level expected by the community.

**ATTACHMENTS**

1. **Anglican Parish of Lake Cargelligo**
2. **Donations Policy**
3. **Donations spreadsheet 070423**

### 9.3 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

#### 9.3.1 TULLIBIGEAL MEMORIAL HALL - PROVISION OF AIR CONDITIONING - COMMUNITY BUILDING PARTNERSHIP PROGRAM 2022 - GRANT FUNDING

**TRIM Number:** R23/77

**Author:** Manager - Projects and Building

#### RECOMMENDATION

That

1. The Director of Environment, Tourism and Economic Development Report No. R23/77 be received and noted.
2. Council agree to accept the grant from the NSW Government to provide air conditioning to the Tullibigeal Memorial Hall.
3. Council allocate \$16,392.00 from the Tullibigeal allocation of the Condobolin District Retirement Village (CDRV) Reserve towards the project.

#### PURPOSE

The purpose of this report is to seek Council's approval to allocate funds from the Condobolin District Retirement Village (CDRV) Reserve, for Tullibigeal, towards the provision of air conditioning in the Tullibigeal Memorial Hall.

#### SUPPORTING INFORMATION

Letter of support from Council – 7 June 2022

#### BACKGROUND

In 2022 the Tullibigeal Hall and Recreation Ground Management Committee (a Section 355 Committee of Council) lodged a grant application for an air conditioning system for the Tullibigeal Memorial Hall under the NSW Government's Community Building Partnership program. This program requires the Applicant to provide 50% matching funding.

A letter of support was provided to the committee, confirming support for the project and that there were sufficient funds available to provide the 50% percent matching funding, subject to Council approval (see **Attachment 1**).

#### ISSUES AND COMMENTS

The Section 355 Committee has now received notification that their grant application was successful and that they can proceed with the project. This report has been prepared to confirm that Council is willing to support the application and to determine where the matching funds should be allocated from towards the project.

In order to lodge the grant application a quote was obtained for the new air conditioning system. This quote was valid for 30 days. A new quote has been obtained and the costs associated with the new air conditioning system have increased. In addition, no costs were included in the grant application to cover the removal of the existing evaporative air conditioning system. The details of these additional costs are included in the financial and resource implications section of the report, below.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Due to the time period between the date of the original quote and receiving notification that the grant application was approved the costs associated with the project have increased. Unfortunately the original contractor is no longer able to undertake the works so a new quote was sourced from another local contractor. The new quote is for \$25,900.00, which is \$1,884 more than the original quote.

The grant application did not include the cost to remove the existing evaporative cooling system. The cost to remove this system is \$2,500.00.

A breakdown of the total costs associated with the project is included below:

50/50 Grant Funding	\$12,008.00
Cost associated with removal of Evap. System	\$2,500.00
Increased costs (new quote)	\$1,884.00
Total CDRV allocation	\$16,392.00

There is currently \$29,420.00 within the CDRV Reserve for Tullibigeal.

**LEGAL IMPLICATIONS**

All project materials and services have or will be procured in accordance with the requirements of the NSW Local Government Act 1993 and Council’s procurement policy. Environmental Planning and Assessment Act provisions are being complied with regarding development approvals and planning controls.

**RISK IMPLICATIONS**

There is a potential reputational risk to Council should Council not support the grant application. In addition, this may affect future grant applications from the NSW Government.

**STAKEHOLDER CONSULTATION**

Nil apart from discussions with the Section 355 Committee.

**OPTIONS**

1. Decide not to allocate any funding towards the project and not to accept the grant.
2. Provide \$12,008.00 towards the project, being a 50/50 contribution as per the funding deed only. Advise the Section 355 Committee that they will need to provide the shortfall in funding.
3. Provide \$16,392.00 towards the project, being a 50/50 contribution as per the funding deed and the additional funds required due to the increase in costs and the cost to remove the existing evaporative system.

Council could also decide to allocate the funding for the project from either the Tullibigeal portion of the CDRV reserve or from Council's building capital works budget. Both areas have sufficient funds to cover the costs associated with the project.

### **CONCLUSION**

The Tullibigeal Hall and Recreation Ground Management Committee (a Section 355 Committee of Council) have been successful in obtaining a grant under the NSW Government's Community Building Partnership program for an air conditioning system for the Tullibigeal Memorial Hall. The grant requires a 50% matching contribution. In addition, the cost of the air conditioning has increased since the grant application was lodged and the costs associated with the removal of the existing evaporative system were not included in the grant application. There are sufficient funds within the CDRV reserve for Tullibigeal to cover all of the costs associated with the project and it is recommended that Council accept the grant and resolve to transfer funds from the CDRV reserve to allow the project to be completed.

### **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 4.1 Involved and active community groups
- 4.2 Strong effective and Responsive Council
- 6.2 Upgrade Community Buildings

### **ATTACHMENTS**

1. **Letter of support**



**9.3.2 GOANNA MANOR - LIONEL HUNT PARK, 125 BATHURST ST, CONDOBOLIN****TRIM Number: R23/78****Author: Manager - Projects and Building****RECOMMENDATION**

That:

1. The Director of Environment, Tourism and Economic Development Report No. R23/78 be received and noted.
2. Council direct that staff investigate possible options for subdividing and transferring ownership of the building to the CCHAC.
3. A further report outlining the options for transfer of ownership to CCHAC be presented to Council for consideration.
4. Due to the current condition of the building it remain vacant until repairs are completed or the building is sold or gifted to the CCHAC.

**PURPOSE**

The purpose of this report is to inform Council on the current condition of the Goanna Manor building. It is also to advise Council of an expression of interest received from the Callara Cultural and Heritage Aboriginal Corporation (CCHAC) to lease or acquire the building. The CCHAC propose to repurpose the building so it can be used as an Aboriginal Community Museum and Gallery, Keeping Place, Library, Research Centre and a Family History Group meeting place.

**SUPPORTING INFORMATION**

Dilapidation Report 2023

Letter from CCHAC

**BACKGROUND**

The subject building has most recently been used as the Condobolin Youth Centre for many years. It was leased to Lachlan Western Regional Services (formerly WPRD) for the purpose of a youth centre facility for a token fee. With the premise becoming vacant following the relocation of the youth centre to the new facility in Hay Street Condobolin, and the termination of the lease with LWRS, a property condition inspection was undertaken.

Following the inspection a Dilapidation Report was prepared by Council's Manager Projects and Buildings to document the identified repairs needed and the estimated cost of those repairs.

The dilapidation report clearly details internal and external defects and the safety hazards found in the building. It is apparent that the building has severely deteriorated over time.

At the time the dilapidation report being prepared a request was received from representatives of the CCHAC for a meeting with the Mayor and General Manager to discuss their interest in using the building for an Aboriginal Community Museum and Gallery.

### ISSUES AND COMMENTS

The dilapidation report identified three (3) significant safety hazards being;

- asbestos sheeting externally and internally. In particular damage had occurred to a section of “super 6” corrugated sheeting above the entry door. Due to the risk associated with this material, it was removed immediately in accordance with Worksafe requirements. At this stage the sheeting has not been replaced.
- Potential lead paint
- No provision of RCD’s to the metre box.

The dilapidation inspection revealed extensive cracking and movement within both the internal and external walls of the building, water damage, evidence of rising damp and uneven floors throughout.

The preliminary estimated cost to repair the defects and make the building safe for reuse, in accordance with the current building standards using industry accepted construction rates, is \$237,000. A breakdown of the estimate is detailed in the attached Dilapidation Report.

In its current condition the building is considered to be a significant risk for Council and should remain vacant until it is repaired. Alternately the building should be demolished.

The mural on the Bathurst Street elevation will and does have meaning to the Condobolin community and community consultation and digital recording of the mural should be undertaken if the building is to be demolished.

The Mayor and General Manager meet with representatives from CCHAC on 4 April and received a briefing on their activities and the possible use for the building that they envisaged. They were informed of the buildings condition, the estimated cost of repair and the possibility that the building may be demolished to remove the financial liability of the building from Council’s Asset Register and the associated safety risks given its current condition.

They CCHAC representatives indicated that they would be interested in acquiring and repairing the building if Council was prepared to gift the building to their corporation or sell it for a token fee. They indicated that as an indigenous cultural and heritage organisation they were confident of being able to access grant funding to undertake the necessary repair work and they felt the building was ideally located for the display of their cultural artefacts.

The building is located on a parcel of land that extends to the carpark behind the Old Melrose Street Medical Centre building. If the building was to be sold or gifted to the CCHAC a subdivision or strata titling of the building would be required so the park and car park area was retained in Council ownership.

The site is classified as operational land in Council’s asset register and can therefore be subdivided and sold without the difficulty of selling community classified land.

If the building is sold or gifted to the CCHAC the contract of sale should include a condition that requires it to be gifted or sold back to Council under similar terms if the CCHAC seek to dispose of the building in the future.

**FINANCIAL AND RESOURCE IMPLICATIONS**

There is no funding available in the 2022/23 budget to undertake the necessary repair work and it is likely to be a relatively low priority project for funding in future budgets. The cost of demolitions is estimated to be in the order of \$30,000.

**LEGAL IMPLICATIONS**

Council has an obligation to ensure public safety in regard to Council's buildings as well as to provide a safe working environment for staff and members of the community.

**RISK IMPLICATIONS**

The current building presents a significant risk to Council due the extent of defects identified within the building together with the identified safety hazards.

**STAKEHOLDER CONSULTATION**

No stakeholder consultation has been undertaken beyond the meeting with CCHAC representatives however further consultation will be required should Council wish to demolish the building.

**OPTIONS**

1. Council acknowledges the current condition of the building and directs that it should remain vacant with the condition of the premise to be monitored.
2. Council acknowledges the current condition of the premises and allocates funds within the 2023/24 budget to undertake the identified rectification works.
3. Council acknowledges the current condition of the premises, directs that the premises should remain vacant, and allocates funds in the 2023/24 budget for a historic and photographic record to be prepared recording the history of the building. Stakeholder consultation should then be undertaken for the purpose future demolition of the building, subject to any regulatory requirements.
4. Council direct that staff investigate possible options for transferring ownership of the building to the CCHAC, that a further report outlining the options be presented for Council's consideration and the building remain vacant until repairs are completed or the building is sold or gifted to the CCHAC.

**CONCLUSION**

As detailed in the Dilapidation Report there is extensive cracking and movement within both the internal and external walls, water damage, evidence of rising damp and uneven floors throughout the whole of the building.

In addition to the above there are three (3) significant hazards identified being asbestos, potential lead paint and faulty switchboard.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

4.2 Strong effective and Responsive Council

**ATTACHMENTS**

1. CCHAC EOI - Goanna Manor
2. Building Dilapidation Report

**9.3.3 LOCAL HERITAGE GRANT PROGRAM 2022/2023 - REALLOCATION OF FUNDS****TRIM Number: R23/100****Author: Manager- Town Planning****RECOMMENDATION**

That

1. The Director Environment, Tourism and Economic Development Report No. R23/100 be received and noted.
2. Council re-allocate the funding that was to be provided to the Tottenham and Albert Cemeteries as follows:
  - (a) \$500.00 for a total of \$7,500.00 for the works to All Saints Anglican Church, Condobolin;
  - (b) \$500.00 for a total of \$4,500.00 for the works to the Presbyterian Manse Building, Condobolin;
  - (c) \$250.00 for a total of \$1,750.00 the works to the Royal Hotel, Condobolin; and
  - (d) \$250.00 for a total of \$1,510.00 the works to the Weatherboard Cottage at 84 Orange Street, Condobolin.

**PURPOSE**

To update Council on the progress of the 2022/2023 Local Heritage Fund (Small Grants) projects and to seek approval to reallocate funds from the Tottenham and Albert Cemeteries project, which is unable to be completed due to critical supply issues.

**SUPPORTING INFORMATION**

Nil

**BACKGROUND**

Council advertised and promoted the Local Heritage Grants over a period of 5 weeks from 8 August 2022 to 12 September 2022. Interested parties were invited to obtain an information / application package regarding the local heritage fund. These grants assist with conservation and restoration work.

The guidelines indicated that grants of about \$4,000 were available from the Lachlan Shire Local Heritage Fund to assist owners to undertake conservation and maintenance works on heritage buildings and places, however this was to be dependent on the number of applications received. Owners are required to at least match Council's contribution.

Council established a budget of \$15,260.00 for the Local Heritage Fund in 2022/2023. If Council manages the fund in accordance with the requirements of the former Heritage Branch of the Office of Environment and Heritage, that agency will reimburse Council to the total of \$5,500.00, via a grant, at the end of the financial year. One of the key requirements is that the funds be dispersed with regard to the recommendations of Council’s Heritage Advisor.

Five (5) applications for grants were submitted relating to the following places:

- All Saints Anglican Church, Condobolin
- Tottenham/Albert Cemeteries
- Former Presbyterian Manse, 30 McDonnell Street, Condobolin
- Weatherboard Cottage at 84 Orange Street, Condobolin
- Royal Hotel, Condobolin

Lachlan Shire Council’s Heritage Advisor, Sue Jackson-Stepowski of Jackson-Stepowski Heritage Planning, evaluated the applications.

After considering the applications the Heritage Advisor recommended that the grants be dispersed as shown in the table below.

<b>Project</b>	<b>Funding being sought</b>	<b>Total Cost of Project</b>	<b>Recommended Grant</b>
All Saints Anglican Church	\$14,225.00	\$28,450.00	\$7,000.00
Presbyterian Manse Building	\$9,955.00	\$19,910.00	\$4,000.00
Tottenham/Albert Cemeteries	\$2,000.00	\$4,000.00	\$1,500.00
Royal Hotel Condobolin	\$5,500.00	\$11,000.00	\$1,500.00
Weatherboard Cottage	\$9,395.00	\$18,790.00	\$1,260.00
<b>Total</b>	<b>\$41,075.00</b>	<b>\$82,150.00</b>	<b>\$15,260.00</b>

Lachlan Shire Council endorsed the projects for the 2022/2023 Local Heritage Fund under Resolution 2022/1, per report 22/287 at the Ordinary Council Meeting on 28 September 2022.

**ISSUES AND COMMENTS**

As part of the project timeline Council officers and the Heritage Advisor, Sue Jackson-Stepowski of Jackson-Stepowski Heritage Planning, check-in with projects and undertake site inspections to ensure projects remain on-track and are completed as per the conditions of approval.

On 4 April 2023, members from the Tottenham/Albert Cemeteries indicated during a meeting with Council officers and the Heritage Advisor, that due to a critical supply issues, the stonemason would not be able to complete the repair works to the headstones. As a result the project would not be able to be completed by the required date or even with a small extension to 28 April 2023.

An email from the Tottenham/Albert Cemeteries Committee on 12 April 2023, confirmed their position on the matter:

*This confirms that our heritage project will not be completed within the required timeframe due to delays beyond our control. We hope the allocated grant money can be used by another group.*

Following consultation with the Heritage Advisor, it is recommended that rather than return the \$1,500 grant funding, it be re-allocated to support the four (4) other projects as outlined below, given they were originally well oversubscribed.

<b>Project</b>	<b>Funding being sought</b>	<b>Total Cost of Project</b>	<b>Grant + proposed re-allocated amount</b>
All Saints Anglican Church	\$14,225.00	\$28,450.00	\$7,000.00 + \$500 = \$7,500.00
Presbyterian Manse Building	\$9,955.00	\$19,910.00	\$4,000.00 + \$500 = \$4,500.00
<del>Tottenham/Albert Cemeteries</del>	<del>\$2,000.00</del>	<del>\$4,000.00</del>	<del>\$1,500.00</del>
Royal Hotel Condobolin	\$5,500.00	\$11,000.00	\$1,500.00 + \$250 = \$1,750.00
Weatherboard Cottage	\$9,395.00	\$18,790.00	\$1,260.00 + \$250 = \$1,510.00
<b>Total</b>	<b>\$39,075.00</b>	<b>\$78,150.00</b>	<b>\$15,260.00</b>

The decision by Tottenham/Albert Cemeteries to give up their allocated funding as part of the 2022/2023 program, due to circumstances beyond them, will not impact on any future heritage grant applications.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Council has established a budget of \$15,260.00 for its Local Heritage Fund in the 22.23FY. At the end of the financial year it is expected that Council will receive a grant of \$5,500.00 from the (former) Heritage Branch of the Office of Environment & Heritage (which is now part of the Department of Premier and Cabinet).

If the \$1,500 grant funding is not re-allocated, it will need to be returned to Heritage NSW and Councils reserves.

### **LEGAL IMPLICATIONS**

No legal implications have been identified at this time.

### **RISK IMPLICATIONS**

At the end of the financial year it is expected that Council will receive a grant of \$5,500.00 from the (former) Heritage Branch of the Office of Environment & Heritage (which is now part of the Department of Premier and Cabinet).

The re-allocated funding will be utilised to protect heritage items and significant buildings within the Shire.

**STAKEHOLDER CONSULTATION**

Council's Manager Town Planning and Heritage Advisor, Sue Jackson-Stepowski of Jackson-Stepowski Heritage Planning attended a site meeting with members from the Tottenham and Albert Cemetery Committee regarding the matter on 4 April 2023.

**OPTIONS**

1. Decide not to re-allocate the grant funding to the other applications and return the \$1,500 to Heritage NSW and Council Reserves;
2. Decide to re-allocate the grant funding in accordance with the recommendation from Council's Heritage Advisor;
3. Decide to grant the re-allocation of funding but change the amounts and refer the matter back to Council's Heritage Advisor for further assessment.

**CONCLUSION**

Council's Heritage Advisor, Sue Jackson-Stepowski of Jackson-Stepowski Heritage Planning has evaluated the re-allocation of \$1,500 from the 2022/2023 Local Heritage Fund. After considering the applications, it is recommended that the grants be dispersed as shown in the preceding table.

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

- 2.5 Improve the appearance of each town
- 4.2 Strong effective and Responsive Council
- 5.5 Celebrating and preserving our heritage

**ATTACHMENTS**

Nil

## 9.4 INFRASTRUCTURE SERVICES

### 9.4.1 LACHLAN SHIRE TRAFFIC COMMITTEE MEETING APRIL 2023

**TRIM Number:** R23/102

**Author:** Director Infrastructure Services

#### RECOMMENDATION

That

1. Director Infrastructure Services Report No D23/102 be received and noted
2. The status of outstanding and completed matters from previous Traffic Committee Meetings be noted
3. Council support the following recommendations from Traffic Committee:
  - (a) The options for Jones Lane, Henry Parkes Way Intersections be noted and further comments will be made once the revised designs are provided.
  - (b) Retaining the existing bus zone. Consider a Kiss and Drop area with NO PARKING (symbolic) (Specified time) (Morning Only) same time as the morning time on the Bus Zone signs on the northern side of Conapaira Street, from the eastern side of side of the driveway to St Francis Xavier Primary school to 20m east of the driveway to St Francis Xavier Primary school.
  - (c) The traffic guidance scheme for the Condo 750 event be noted.
  - (d) The traffic guidance scheme for various ANZAC Day event be noted.

#### PURPOSE

Lachlan Traffic Committee is a statutory technical review committee. This committee meets to consider the technical merits of traffic matters and ensure that any requests or proposals meet current technical guidelines and takes into consideration the advice received from Transport for NSW (TfNSW), NSW Police and the community through the local members nominated representative.

#### SUPPORTING INFORMATION

Supporting information is attached

#### BACKGROUND

The Lachlan Shire Traffic Committee Meeting held 27 March 2023. The details of the matters considered by the Traffic Committee are outlined in the attached minutes



**ISSUES AND COMMENTS**

Outstanding and ongoing matters are noted within the Lachlan Traffic Committee Minutes.

New items considered by the Committee include:-

1. Jones Lane, Henry Parkes Way level crossing and Intersection options.
2. St Francis Xavier School – request for School Crossing.
  - a. Traffic and pedestrian warrant are not met
  - b. TfNSW suggest retaining existing bus zone, and consider a “Kiss and Drop”

(Source - [https://roadsafety.transport.nsw.gov.au/stayingsafe/schools/dropoff\\_pickup.html](https://roadsafety.transport.nsw.gov.au/stayingsafe/schools/dropoff_pickup.html))

Some schools and councils use No Parking areas, signed as Drop-off and Pick-up, Kiss and Ride, or Kiss and Drop zones, to provide parents and carers with a safe environment to drop off and collect their children from school by car.

These areas, always on the school side of the road, provide convenience for drivers and improve children’s safety. Parents and carers are able to legally drop off or pick up their children within a two-minute timeframe.

The school Drop-off and Pick-up initiative includes a volunteer adult supervisor, who assists children in and out of the vehicle. The Drop-off and Pick-up initiative allows:

- Drivers to drop off or pick up students legally at busy times at the beginning and end of the school day
- A volunteer adult supervisor to marshal the students at the designated school gate
- The driver to pull into the Drop-off and Pick-up zone and remain in control of the vehicle while a volunteer adult supervisor assists the school student to exit or enter the vehicle



**Advantages**

- Provides a designated zone at a school access point for drivers to stop and drop off or pick up their children
- Relieves traffic congestion around the school by ensuring cars do not park illegally
- Provides adult supervision for students being dropped off and picked up from school by car
- Allows smaller children to remain secured in the car while school age children are dropped off and picked up from school
- Reinforces road safety messages and safe passenger behaviour to parents and children



**Setting up the initiative**

Schools need to:

- Reach agreement with the school community
- Consult with the local council to determine if the school environment is suitable
- Establish a roster of volunteers to be zone supervisors
- Develop policies and procedures to administer the initiative
- Fully understand all legal issues regarding liability in respect of students and volunteers

3. Condo 750 event Traffic Guidance
4. ANZAC events Traffic Guidance

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Further details around the designs will be required for the Jones Lane and Henry Parkes Way Intersection and Level Crossing Upgrade.

If the Kiss and Drop option is supported by Council – Safety around Schools Grant program can be accessed to fund the improved signage, administration and footpath works.

Regarding the 750 and ANZAC events - Council has in the past provided labour and signs for events that require Traffic Control Management and Plans. The cost of traffic control has been budgeted for within the events budget.

## **LEGAL IMPLICATIONS**

There is a legal requirement for Council to exercise their delegated function as limited and appointed by Transport for NSW in the “Delegation to Councils – Regulation of Traffic” documentation

## **RISK IMPLICATIONS**

Each item considered by the Traffic Committee considers the traffic related risks associated with the proposed recommendation

## **STAKEHOLDER CONSULTATION**

Director Infrastructure Services has been liaising with St Francis Xavier School staff on this matter. No contact has been made since last year, as the matter had to go before the Traffic Committee. The School has been advised that their request for a pedestrian crossing or school crossing is unlikely to be supported, however, other safety measures are being investigated.

## **OPTIONS**

Options for Council to consider are in relation to the St Francis Xavier School request for a crossing:-

1. Support the TfNSW and Traffic Committee recommendation to investigate a Kiss and Drop.
2. Consider other pedestrian safety measures
3. Do nothing

## **CONCLUSION**

Council will continue to provide support and resources to meet the outcomes/recommendations of the Lachlan Traffic Committee

## **LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 2.5 Improve the appearance of each town.

CSP3.1: Improved transport networks that meet community and business needs.

CSP 3.2: Improved pedestrian and cycle paths

## **ATTACHMENTS**

1. **Draft Traffic Committee Minutes from 27 March 2023**
2. **Jones Lane - Hanrey Parkes Way level crossing intersection options**
3. **TfNSW findings for St Francis Xavier School pedestrian crossing request**
4. **Drop off fact sheet**

**10 DEPUTATIONS**

**11 NOTICES OF MOTION****11.1 NOTICE OF MOTION - MEMORIAL TO DAVID DOYLE AND NEIL DUNNE****TRIM Number: R23/88**

I, Councillor Dennis Brady, give notice that at the next Ordinary Meeting of Council be held on 26 April 2023, I intend to move the following motion:-

**MOTION**

That:

1. Notice of Motion Report No. R23/88 be received and noted.
2. Council investigate and liaise with the families of the late David Doyle & Neil Dunne of D&D Technologies in honouring them for the life saving device they developed which has saved countless children's lives world-wide.
3. Council communicate with the Doyle and Dunne families and D&D Technologies to see what type of memorial they would prefer and determine if they will finance the memorial and support Council with this proposed project.

The following provides an outline for the proposal and reasons for this request:

Neil Dunne was one of the original D's in D&D Technologies along with co-founder David Doyle. Both of them came from Condobolin, with David Doyle the son of a local farmer and Neil Dunne the son of a respected builder. It was many years ago in a quiet Condobolin hotel that David invited Neil to "come to Sydney and build a fencing business with me".

By inventing the MagnaLatch<sup>®</sup> Magnetic Gate Safety Latch 35 years ago they literally saved countless children's lives around swimming pools and childcare centres. The MagnaLatch and D&D Technologies has possibly won more design awards and accolades than any other Australian company.

**11.2 NOTICE OF MOTION - MINISTER FOR SERVICE N.S.W MEDIA BLITZ****TRIM Number: R23/103**

I, Councillor Dennis Brady give notice that at the next Ordinary Meeting of Council be held on 26 April 2023, I intend to move the following motion:-

**MOTION**

That:

1. Notice of Motion Report No. R23/103 be received and noted.
2. Council make written submissions to the Minister for Service NSW seeking the Minister to do a campaign of intense coverage in the media on the assistance available for people who have been impacted by the flood events during the course of 2022.
3. A follow up be done through field officers contacting as many people as possible to follow up with help and assistance which might be available for them.
4. Council communicate to the Minister that this media blitz should be available on all media platforms.

The following provides an outline for the proposal and reasons for this request:

During the course of 2022 countless individuals and families were severely impacted by the flood events that occurred, many of whom are still traumatized from what has happened to their property and livelihood. Although the damage physically has been huge, the emotional scars are pretty deep as well.

Most of the impacted community do not know what kind of help and assistances are available to provide some relief. It would be of great assistance if the Minister can do a media campaign enlightening the available flood relief services.

Flood victims are still struggling to recover months after disaster and the most important thing that people need to know is that they haven't been forgotten.

**11.3 NOTICE OF MOTION - RATE RELIEF REQUEST FOR ALL LGAS AFFECTED BY FLOODING****TRIM Number: R23/107**

I, Councillor Dennis Brady, give notice that at the next Ordinary Meeting of Council be held on 26 April 2023, I intend to move the following motion:-

**MOTION**

That:

1. Notice of Motion Report No. R23/107 be received and noted.
2. Council make a representation to the new Premier and Minister for Local Government asking for a rate relief period of twelve months for Local Government Areas that have been directly impacted by flooding.
3. The relief be extended not just to the agricultural communities but to everyone associated and who have suffered a loss of income as a result of the flooding.

The following provides an outline for the proposal and reasons for this request:

The scale and impact of the recent flooding was disastrous. Many families have not only suffered damage to their properties but also suffered loss of income. As a result of the financial effect on the flood victims it is proposed that Council make representations to the new Premier and Minister for Local Government asking for rate relief for all residents in Local Government Areas directly impacted by the flooding.

The major loss of income effect was not only felt by the agricultural sector but also by families, individuals and the community as a whole. A twelve month rate relief will provide solace in a time of distress.

**11.4 NOTICE OF MOTION - DAYLIGHT SAVING****TRIM Number: R23/108**

I, Councillor John Medcalf OAM, give notice that at the next Ordinary Meeting of Council be held on 26 April 2023, I intend to move the following motion:-

**MOTION**

That:

1. Notice of Motion Report No. R23/108 be received and noted.
2. Make a recommendation to the next Country Mayors Association meeting on the 26<sup>th</sup> of May 2023 that Day Light Saving be reduced to four months of the year. Starting on the first weekend in November and finishing in the last weekend in February. To be implemented no later than November 2023.

The following provides an outline for the proposal and reasons for this request:

I would like to move that we make a recommendation to the next Country Mayors Association meeting on the 26<sup>th</sup> of May 2023 that Day Light Saving be reduced to four months of the year. Starting on the first weekend in November and finishing the last weekend in February each year. To be implemented no later than November 2023.

This was the original intent of Day Light Saving, being four months and only changed for the Olympic Games in Sydney in 2000 and never changed back.

We feel enough is enough!!!

**12 NOTICES OF RESCISSION**

Nil

**13 DELEGATES REPORT**

Nil



**14 CORRESPONDENCE****14.1 CORRESPONDENCE REPORT****TRIM Number: R23/81****Author: Executive Assitant****RECOMMENDATION**

That:

1. The Correspondence Report No.23/81 be received and noted.

**PURPOSE**

To provide Council with correspondence received in the month of April:

**SUPPORTING INFORMATION**

Correspondence was received from:

RSL Life Care Condobolin – Thank-you letter.

NSW Ministry of Health – Thank-you letter.

Country Mayors Association Inc of NSW – Meeting Minutes.

MERC Ordinary Meeting – Draft Minutes.

MERC Annual General Meeting – Draft Minutes.

Lachlan Valley face to face meeting with NRHC - Draft Minutes.

Philippines Independence Day Flag raising ceremony

**LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN**

CSP 4.2 Strong effective and responsive Council.

**ATTACHMENTS**

1. RSL Life Care Condobolin – Thank-you letter.
2. NSW Ministry of Health – Thank-you letter.
3. Country Mayors Association Inc of NSW – Meeting Minutes.
4. MERC Ordinary Meeting – Draft Minutes.
5. MERC Annual General Meeting – Draft Minutes.
6. Lachlan Valley face to face meeting with NRHC - Draft Minutes.
7. Request for flag raising ceremony

**15 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**16 PETITIONS**

Nil

**17 CLOSED SESSION****RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

**17.1 Site Management Services for Council's Waste Facilities**

This matter is considered to be confidential under Section 10A(2)di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**17.2 Tottenham Tennis Club Loan**

This matter is considered to be confidential under Section 10A(2)b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

**17.3 Tender Assessment - Demolition of Old Water Treatment Plant Lake Cargelligo**

This matter is considered to be confidential under Section 10A(2)di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**17.4 Consideration of additional Rating Sub-Category**

This matter is considered to be confidential under Section 10A(2)b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

**17.5 Whitegates Road - SR 351**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.