



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

Date: Wednesday, 13 December 2023
Time: 2:00 PM
Location: Condobolin Council Chambers

BUSINESS PAPER

Ordinary Council Meeting

13 December 2023



ACKNOWLEDGEMENT OF COUNTRY

Lachlan Shire Council acknowledges the Wiradjuri people as the Traditional custodians of this land.

We recognise their strength and resilience and pay respect to Elders past, present, and emerging and to all Aboriginal and Torres Strait Islander people who are part of the Lachlan Shire community.

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

Order Of Business

1	Webcasting	5
2	Acknowledgement of Country and Elders	5
3	Apologies and Requests for Leave of Absence.....	5
4	Confirmation of Minutes	5
	Minutes of Ordinary Council Meeting 29 November 2023.....	6
5	Mayoral Minute	28
	5.1 Mayoral Minute - Meetings and Functions December	28
6	Public Forum	29
7	Disclosure of Interest.....	29
8	Read and Note	30
	8.1 Building Projects Monthly Update for November/December	30
	8.2 Investments as at 30 November 2023	35
	8.3 Development Data November 2023	37
	8.4 FY23/24 Urban Works Monthly Update for November	40
	8.5 Active Resolutions - December	45
	8.6 FY23/24 Utilities Monthly Update November	46
	8.7 FY23/24 Roadworks Monthly Update for November	51
9	Decision Reports	60
	9.1 General Manager.....	61
	9.1.1 Workforce Shortages	61
	9.1.2 Recruitment Update - Director Environment and Planning	65
	9.1.3 Australia Day Awards and Event Policy.....	68
	9.1.4 Asset Management Maturity Audit 2023	70
	9.1.5 Proposed FM Radio Licence Lake Cargelligo.....	72
	9.2 Corporate and Community Services	75
	9.2.1 Lachlan Children's Services Code of Conduct Policy.....	75
	9.3 Environment, Tourism and Economic Development	77
	Nil	
	9.4 Infrastructure Services.....	78
	9.4.1 Holt Street Stormwater update	78
10	Deputations	84
11	Notices of Motion.....	84
	Nil	

12	Notices of Rescission	84
	Nil	
13	Delegates Report.....	85
13.1	Delegates Report	85
13.2	Delegates Report.....	87
14	Correspondence	88
14.1	Correspondence	88
15	Questions of which Notice has been given	89
	Nil	
16	Petitions.....	89
	Nil	
17	Closed Session.....	90
17.1	Request for water account adjustment Assessment 1023359	91
17.2	Request for water account adjustment 1031899	91
17.3	Short Term Licence Agreement -Tullibigeal Community Centre and Swimming Pool Reserve Management - Tullibigeal Fire Appliance Display	91
17.4	Water leak allowance application Assessment 1040018.....	91
17.5	Request for water account adjustment 1023375	91
17.6	Outstanding rates, charges and water consumption - Lake Cargelligo Sports Club Assessment 1034724.....	91
17.7	LACHLAN SHIRE VISITOR INFORMATION CENTRE CAFE MANAGEMENT SUBMISSION	91
17.8	Tender Assessment - Project Management for NSW Natural Distaster Restoration of Essential Public Assets.....	92

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	29/11/2023	13/12/2023
John Medcalf OAM	P	P	P	P	P	P	P	P	P	P	
Paul Phillips	P	P	P	P	P	P	P	P	P	P	
Megan Mortimer	P	P	P	P	P	P	P	P	P	P	
Melissa Blewitt	P	P	P	P	P	P	P	P	P	P	
Melissa Rees	P	P	P	P	LoA	P	P	P	A	P	
Peter Harris	P	P	P	P	P	P	P	P	P	P	
Dave Carter	A	P	P	P	LoA	P	P	P	P	LoA	
Dennis Brady	LoA	P	A	P	P	LoA	P	P	LoA	P	
Judith Bartholomew	P	P	P	P	P	P	P	P	P	P	
Robyn Turner					P	P	P	P	P	P	
P - Present											
A - Apology											
LoA - Leave of Absence											

4 CONFIRMATION OF MINUTES

Ordinary Meeting - 29 November 2023

**MINUTES OF LACHLAN SHIRE
ORDINARY COUNCIL MEETING
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS
ON WEDNESDAY, 29 NOVEMBER 2023 AT 2:00PM**

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

IN ATTENDANCE: Greg Tory (General Manager), Karen Pegler (Director - Corporate and Community Services), Bryce Koop (Acting Director - Environment, Tourism and Economic Development), Adrian Milne (Director - Infrastructure Services), Cherise Small (Executive Assistant).

Meeting opened at 2:01pm.

1 WEBCASTING

The statement regarding webcasting was read out by the **Mayor**.

2 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS

The Acknowledgement of Country and Elders was made by **Cr Megan Mortimer**.

3 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

RESOLUTION 2023/249

Moved: Cr Dennis Brady

Seconded: Cr Robyn Turner

That:

The request for Leave of Absence received from Cr Carter be accepted.

CARRIED

4 CONFIRMATION OF MINUTES

An amendment was moved by **Cr Rees** to the Minutes of the Ordinary Meeting held on 18 October 2023

That:

The request for Leave of Absence received from **Cr Rees** be accepted.

Cr Harris had no objection to the amendment.

RESOLUTION 2023/250

Moved: Cr Melissa Rees

Seconded: Cr Peter Harris

That the minutes of the Ordinary Meeting held on 18 October 2023 as amended be confirmed.

CARRIED

5 MAYORAL MINUTE**5.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS NOVEMBER****RESOLUTION 2023/251**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

1. The Mayoral Minute No. R23/318 be received and noted.

CARRIED

Cr Rees joined the meeting at 2:04pm.

6 PUBLIC FORUM

1. Allegro Concepts – Cameron Salter.
2. Financial presentation from Katy Henry from Intentus on Financial Statements.
3. Boys to the bush – Tim & Cassandra.

Cr Blewitt left the meeting at 2:31pm

Cr Blewitt returned to the meeting at 2:40pm

7 DISCLOSURE OF INTEREST

Cr Brady declared a non-pecuniary less than significant interest in item 9.2.1 Community Donation and Event Support Program, as he is a Council delegate to the Condobolin Chamber of Commerce.

Cr Harris declared a non-pecuniary less than significant interest in item 9.2.1 Community Donation and Event Support Program, as he is a Council delegate to the Condobolin Chamber of Commerce.

Cr Blewitt declared a non pecuniary significant interest in item 17.4 Willow Bend Sport Centre – Licence Agreement as Brayden Davis who submitted and Expression of Interest, is her brother-in-law.

8 READ AND NOTE**8.1 BUILDING PROJECTS MONTHLY UPDATE FOR OCTOBER/NOVEMBER****RESOLUTION 2023/252**

Moved: Cr Melissa Blewitt

Seconded: Cr Megan Mortimer

That:

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

- 8.1 Building projects Monthly Update for October/November;
- 8.2 Active Resolutions – November;
- 8.3 Investments as at 31 October 2023;
- 8.4 FY23/24 Utilities Monthly Update October;
- 8.5 Development Data October 2023;
- 8.6 FY23/24 Urban Works Monthly Update for October;

CARRIED**8.7 FY23/24 ROADWORKS MONTHLY UPDATE FOR OCTOBER****RESOLUTION 2023/253**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

1. The Director Infrastructure Services report No R23/312 be received and noted.

CARRIED

9 DECISION REPORTS**9.1 GENERAL MANAGER****9.1.1 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR COUNCILLORS - COUNCILLOR EXPENSE CLAIM**

An alternate motion was moved by **Cr Brady** and Seconded **by Cr Turner** that item 9.1.1 be deferred to the next council meeting on 13 December 2023.

The motion was put to a vote and the vote was **LOST**.

RESOLUTION 2023/254

Moved: Cr Peter Harris

Seconded: Cr John Medcalf

That:

1. The General Manager's Report No. R23/319 be received and noted.
2. Council approve the refund of the actual travel expenses incurred by Cr Carter for fuel only, subject to the submission of receipts or a reasonable estimate of the fuel costs.

CARRIED

Cr Brady declared a non-pecuniary less than significant interest in item 9.2.1 Community Donation and Event Support Program, as he is a Council delegate to the Condobolin Chamber of Commerce.

Cr Harris declared a non-pecuniary less than significant interest in item 9.2.1 Community Donation and Event Support Program, as he is a Council delegate to the Condobolin Chamber of Commerce.

9.2 CORPORATE AND COMMUNITY SERVICES**9.2.1 COMMUNITY DONATION AND EVENT SUPPORT PROGRAM****RESOLUTION 2023/255**

Moved: Cr Dennis Brady

Seconded: Cr Robyn Turner

That:

1. The Director of Corporate and Community Services Report No. R23/309 be received and noted.

CARRIED

RESOLUTION 2023/256

Moved: Cr Melissa Blewitt

Seconded: Cr Robyn Turner

That:

Council approve a financial donation of \$1,000 and in kind support valued at an estimated \$700, for the Condobolin Chamber of Commerce's Street Festival. The cash donation is to be funded from the Annual Budget for Community Events; and in kind support funded from the in kind Contributions budget. Both donations are conditional on the event proceeding.

CARRIED

RESOLUTION 2023/257

Moved: Cr Dennis Brady

Seconded: Cr Robyn Turner

That:

Council approve a financial donation of \$1,000 for the Tullibigeal Swimming Pool Committee's, Community Christmas Tree Event. This donation is to be funded from the Annual Budget for Community Events and is conditional on the event proceeding.

CARRIED

RESOLUTION 2023/258

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

Council approve a donation of in kind support estimated to be valued at \$4,595 for West Milby Rodeo & Gymkhana. This contribution is to be funded from the in kind Contributions budget.

CARRIED

RESOLUTION 2023/259

Moved: Cr John Medcalf

Seconded: Cr Megan Mortimer

That:

Council approve in kind support estimated to be valued at \$500 to the Tottenham Christmas Tree for the Community Christmas Tree event. This contribution is to be funded from the in kind Contributions budget.

CARRIED

9.2.2 CREDIT CARD POLICY V4 AMENDMENTS TO CARD HOLDERS**RESOLUTION 2023/260**

Moved: Cr Dennis Brady

Seconded: Cr Melissa Rees

That:

1. The Director of Corporate and Community Services Report No. R23/320 be received and noted.
2. Council approve the updated Corporate Credit Card Policy v4 as presented.
3. Authorise the General Manager to increase the Credit Card facility limit from \$55,000 to \$70,000 in line with the policy.

CARRIED

9.2.3 ADOPTION OF ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023**RESOLUTION 2023/261**

Moved: Cr Peter Harris

Seconded: Cr John Medcalf

That:

1. The Director Corporate and Community Services Report No. R23/324 be received and noted.
2. The Annual Report 2022-2023 be adopted as presented.
3. The Lachlan Shire Council Annual Financial Statements and Audit Reports for the year ended 30 June 2023 be adopted as presented.

CARRIED

9.2.4 QUARTERLY BUDGET REVIEW 1 2024 FY**RESOLUTION 2023/262**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

1. The Director Corporate and Community Service Report No. R23/349 be received and noted.
2. The Quarterly Budget adjustments including reserve movements be adopted as presented.

CARRIED

9.3 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT**9.3.1 DA2023/29 - MEDICAL FACILITY - REQUEST FOR EXEMPTION TO LACHLAN SECTION 7.12 DEVELOPMENT CONTRIBUTION**

A motion for DA2023/29 - Medical Facility - Request for Exemption to Lachlan Section 7.12 Development Contribution was put to Council, and Council voted on the motion:

Mayor Paul Phillips

Cr John Medcalf

Cr Judith Bartholomew

Cr Megan Mortimer

Cr Peter Harris

Cr Melissa Blewitt

Cr Melissa Rees

Cr Dennis Brady

Cr Robyn Turner

Voted in favour of the motion.

RESOLUTION 2023/263

Moved: Cr Dennis Brady

Seconded: Cr John Medcalf

That:

1. The Acting Director of Environment, Tourism and Economic Development Report No. R23/274 be received and noted.
2. Council approve DA2023/29 in accordance with the Recommended Conditions of Consent provided in Attachment 3, including an exemption to Lachlan Section 7.12 Development Contribution Plan amount of \$2,140.00.

CARRIED

9.3.2 DA2023/43 - DEMOLITION OF EXISTING BUILDINGS AND CONSTRUCTION OF A WAREHOUSE AND MANUFACTURING FACILITY AT 14-20 LACHLAN STREET CONDOBOLIN - BUILDING LINE VARIATION REQUEST

A motion for DA2023/43 - Demolition of Existing Buildings and Construction of a Warehouse and Manufacturing Facility at 14-20 Lachlan Street Condobolin - Building Line Variation Request was put to Council, and Council voted on the motion:

Mayor Paul Phillips

Cr John Medcalf

Cr Judith Bartholomew

Cr Megan Mortimer

Cr Peter Harris

Cr Melissa Blewitt

Cr Melissa Rees

Cr Dennis Brady

Cr Robyn Turner

Voted in favour of the motion.

RESOLUTION 2023/264

Moved: Cr Peter Harris

Seconded: Mayor John Medcalf

That:

1. The Acting Director of Environment, Tourism and Economic Development Report No. R23/306 be received and noted.
2. Council approve DA2023/43 in accordance with the Recommended Conditions of Consent provided in Attachment 2, including the front building line variation.

CARRIED

9.3.3 DRAFT LACHLAN HOUSING STRATEGY

RESOLUTION 2023/265

Moved: Cr Peter Harris

Seconded: Cr John Medcalf

That:

1. The Acting Director of Environment, Tourism and Economic Development Report No. R23/337 be received and noted.
2. The draft Lachlan Housing Strategy be placed on public exhibition for a minimum period of 28 days until 5 February 2024.

CARRIED

9.4 INFRASTRUCTURE SERVICES

9.4.1 PROPOSED STREET NAMING

RESOLUTION 2023/266

Moved: Cr John Medcalf
 Seconded: Cr Peter Harris

That:

1. The Director Infrastructure Services Report R23/305 be received and noted.
2. Council endorse three preferred names to be put forward to the Geographic Names Board
 - (a) Road 1 - Scott Street,
 - (b) Road 2 – Dunne Street,
 - (c) Road 3 – Wighton Place

CARRIED

9.4.2 ROAD FUNDING REPORT - GRATTAN INSTITUTE

RESOLUTION 2023/267

Moved: Cr Melissa Rees
 Seconded: Cr Megan Mortimer

That:

1. Director Infrastructure Services Report R23/343 be received and noted.

CARRIED

10 DEPUTATIONS

Nil

11 NOTICES OF MOTION

Nil

12 NOTICES OF RESCISSION

Nil

13 DELEGATES REPORT

13.1 DELEGATES REPORT

RESOLUTION 2023/268

Moved: Cr Robyn Turner

Seconded: Cr Dennis Brady

That:

1. The Delegates Report No. R23/331 be received and noted.

CARRIED

14 CORRESPONDENCE

14.1 CORRESPONDENCE

RESOLUTION 2023/269

Moved: Cr Megan Mortimer

Seconded: Cr John Medcalf

That:

1. The Correspondence Report No. R23/317 be received and noted.

CARRIED

15 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

16 PETITIONS

Nil

17 CLOSED SESSION**RESOLUTION 2023/270**

Moved: Cr Melissa Rees

Seconded: Cr Megan Mortimer

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:

CARRIED**Meeting paused at 4:47pm.****Cr Bartholomew left the meeting at 4:47pm.****Meeting resumed at 5:05pm.****17.1 Lease - 35 Bathurst St., Condobolin - Historical Society Building**

This matter is considered to be confidential under Section 10A(2)a 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 personnel matters concerning particular individuals (other than councillors).

17.2 Request for water account adjustment 1018906

This matter is considered to be confidential under Section 10A(2)a and 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 personnel matters concerning particular individuals (other than councillors) and discussion in relation to the personal hardship of a resident or ratepayer.

17.3 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.

17.4 Willow Bend Sports Centre - Licence Agreement

This matter is considered to be confidential under Section 10A(2)c and 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

17.5 Goanna Manor - Lionel Hunt Park, 125 Bathurst Street, Condobolin

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 Internal Audit - IT and Cyber Security

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.

17.7 Tender Assessment - RFT T2023/15 Augmentation of Lachlan St Sewer Pumping Station

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 Finalisation of Sale of Land for Unpaid Rates Under Section 713 of the Local Government Act 1993.

This matter is considered to be confidential under Section 10A(2)a 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 personnel matters concerning particular individuals (other than councillors).

17.9 Contracts for the Supply and Delivery of Road Signs

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.

17.10 Offer to purchase 6 Reef Street Lake Cargelligo

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.

17.11 CCHAC - Expression of Interest to lease floor space 7 Hay Street Condobolin.

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.

17.12 Update on Records Management Internal Audit

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.

17.13 ARIC Minutes - June 2023 Meeting

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.

17.14 Strategic Internal Audit Plan update encompassing the progress of the Internal Audit - Plant Utilisation

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.

17.15 Review of Banking Options - Lachlan Shire

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.

17.16 1 McInnes Street Lake Cargelligo - Master Plan Update

This matter is considered to be confidential under Section 10A(2)c and 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

17.17 Tender Assessment - Bitumen Sealing Contract

This matter is considered to be confidential under Section 10A(2)dii 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 competitor of the council.

17.18 Lachlan River Flood Study - Condobolin to Lake Brewster

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 2023/271**

Moved: Cr Dennis Brady

Seconded: Cr John Medcalf

That Council moves out of Closed Council into Open Council.

CARRIED**17.1 LEASE - 35 BATHURST ST., CONDOBOLIN - HISTORICAL SOCIETY BUILDING****RESOLUTION 2023/272**

Moved: Cr Dennis Brady

Seconded: Cr Robyn Turner

That:

1. The Director Corporate & Community Services' Report No. R23/191 be received and noted.
2. The rent for the property at 35 Bathurst St., Condobolin be set at \$10 for the 10 year period (\$1 per year), with rent to be paid in advance.
3. No outgoings (consisting of Council rates, water, sewer and drainage charges) be recouped for the entire 10 year lease period.
4. In order to encourage conservative water consumption, one hundred (100%) of water consumption charges be recouped for the entire 10 year lease period, as per clause 5.23 in Annexure B.
5. The General Manager be authorised to amend and sign the lease document.

CARRIED

17.2 REQUEST FOR WATER ACCOUNT ADJUSTMENT 1018906**RESOLUTION 2023/273**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

1. The Director of Corporate and Community Services Report No. R23/236 be received and noted.
2. Council apply the Hardship Policy and approve a reduction of \$2,436.00 on the water account for period 2 of the 2023 FY. Calculations for the hardship concession, are to be based on the adopted Undetected Water Leak and Faulty Water Meter Policy.
3. The ratepayer be advised, that the terms of the Undetected Water Leak and Faulty Water Meter Policy shall be applied to this Hardship concession, and therefore this is the first and only application allowable.

CARRIED

17.3 CONDOBOLIN DEPOT**RESOLUTION 2023/274**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The General Manager's Report No. R23/245 be received and noted.
2. The outcome of the dispute mediation conducted on 9 November 2023 regarding Contract C2020/10 and Supreme Court Proceedings 2023/114724 and 2023/238628 be noted and endorsed.

CARRIED

Cr Blewitt declared a non pecuniary significant interest in item 17.4 Willow Bend Sport Centre – Licence Agreement as Brayden Davis who submitted and Expression of Interest, is her brother-in-law.

Cr Blewitt vacated her chair.

17.4 WILLOW BEND SPORTS CENTRE - LICENCE AGREEMENT**RESOLUTION 2023/275**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

1. The Acting Director of Environmental, Tourism and Economic Development Report No.R23/310 be received and noted.
2. The Expression of Interest submitted by Brayden Davis Personal Training for the Operation and Management of the Willow Bend Sports Centre in accordance with option 2 of the report be accepted.
3. The General Manager be authorised to sign the licence agreement.

CARRIED

Cr Blewitt resumed her chair.

17.5 GOANNA MANOR - LIONEL HUNT PARK, 125 BATHURST STREET, CONDOBOLIN**RESOLUTION 2023/276**

Moved: Cr Peter Harris

Seconded: Cr John Medcalf

That:

1. The Acting Director of Environment, Tourism and Economic Development Report No. R23/261 be received and noted.
2. The condition of the building be noted, the premises remain vacant, and \$60,000 from the current SRV building budget for 2023/2024 be allocated for the demolition of the building, including undertaking a historic and photographic record.
3. Stakeholder consultation be undertaken prior to the demolition of the building, subject to any regulatory requirements.
4. The Callara Cultural and Heritage Aboriginal Corporation be advised that the building is not available for their requested use.

CARRIED

17.6 INTERNAL AUDIT - IT AND CYBER SECURITY**RESOLUTION 2023/277**

Moved: Cr John Medcalf

Seconded: Cr Megan Mortimer

That:

1. The Director Corporate and Community Services Report R23/314 be received and noted.

CARRIED

17.7 TENDER ASSESSMENT - RFT T2023/15 AUGMENTATION OF LACHLAN ST SEWER PUMPING STATION

The Director Infrastructure Services made an amendment to the recommendation to read as follows:

That:

1. The Director Infrastructure Services Report No. R23/348 be received and noted.
2. The alternative tender submission from Trazlbat Pty Ltd be accepted.
3. The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.
4. Council resolve to accept the quotation and engage Alliance Automation directly to undertake the Electrical and Telemetry components of the works.
5. Council resolve to allocate an additional \$400,000 from the Sewer Reserve to complete the project.

Cr Harris and **Cr Rees** made no objection to the amendment.

RESOLUTION 2023/278

Moved: Cr Peter Harris

Seconded: Cr Melissa Rees

That:

1. The Director Infrastructure Services Report No. R23/348 be received and noted.
2. The alternative tender submission from Trazlbat Pty Ltd be accepted.
3. The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.
4. Council resolve to accept the quotation and engage Alliance Automation directly to undertake the Electrical and Telemetry components of the works.
5. Council resolve to allocate an additional \$400,000 from the Sewer Reserve to complete the project.

CARRIED

17.8 FINALISATION OF SALE OF LAND FOR UNPAID RATES UNDER SECTION 713 OF THE LOCAL GOVERNMENT ACT1993.**RESOLUTION 2023/279**

Moved: Cr Peter Harris

Seconded: Cr Dennis Brady

That:

1. The Director Corporate & Community Services Report R23/321 be received and noted.

CARRIED

17.9 CONTRACTS FOR THE SUPPLY AND DELIVERY OF ROAD SIGNS**RESOLUTION 2023/280**

Moved: Cr Peter Harris

Seconded: Cr John Medcalf

That:

1. The Director Infrastructure Services Report No. R23/323 be received and noted
2. Contracts for the supply and delivery of road signs from the following suppliers be accepted;
 - (a) Artcraft,
 - (b) Barrier Signs,
 - (c) DeNeefe Signs and
 - (d) Hi-Vis Group
3. The General Manager be authorised to sign the contract documents and affix the Council seal.

CARRIED

17.10 OFFER TO PURCHASE 6 REEF STREET LAKE CARGELLIGO**RESOLUTION 2023/281**

Moved: Cr Peter Harris

Seconded: Cr Melissa Rees

That:

1. The General Manager's Report No. R23/326 be received and noted.
2. Council accept the offer from the Aboriginal Housing Office to purchase 6 Reef Street Lake Cargelligo.

3. Council’s legal representative be engaged to prepare a Contract of Sale.
4. The Mayor and General Manager be authorised to sign the Contract of Sale documents and affix the Council seal.

CARRIED

17.11 CCHAC - EXPRESSION OF INTEREST TO LEASE FLOOR SPACE 7 HAY STREET CONDOBOLIN.

RESOLUTION 2023/282

Moved: Cr Peter Harris
 Seconded: Cr John Medcalf

That:

1. The General Manager’s Report No. R23/327 be received and noted.
2. Council decline the request of the CCHAC to use 7 Hay Street Condobolin.

CARRIED

17.12 UPDATE ON RECORDS MANAGEMENT INTERNAL AUDIT

RESOLUTION 2023/283

Moved: Cr Peter Harris
 Seconded: Cr John Medcalf

That:

1. The Director of Corporate and Community Services Report No. R23/315 be received and noted.

CARRIED

17.13 ARIC MINUTES - JUNE 2023 MEETING

RESOLUTION 2023/284

Moved: Cr Peter Harris
 Seconded: Cr John Medcalf

That:

1. The Director Corporate & Community Services Report R23/332 be received and noted.
2. The confirmed minutes of the Audit, Risk & Improvement Committee (ARIC) meeting held on 21 June 2023 be received and noted.

CARRIED

17.14 STRATEGIC INTERNAL AUDIT PLAN UPDATE ENCOMPASSING THE PROGRESS OF THE INTERNAL AUDIT - PLANT UTILISATION**RESOLUTION 2023/285**

Moved: Cr Dennis Brady

Seconded: Cr Peter Harris

That:

1. The Director Corporate and Community Services Report R23/336 be received and noted
2. The update on the Strategic Internal Audit Plan be formally received and noted.
3. Council notes the progress of the Internal Audit – Plant Utilisation.

CARRIED

17.15 REVIEW OF BANKING OPTIONS - LACHLAN SHIRE**RESOLUTION 2023/286**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Director Corporate and Community Services Report R23/295 be received and noted.

CARRIED

17.16 1 MCINNES STREET LAKE CARGELLIGO - MASTER PLAN UPDATE**RESOLUTION 2023/287**

Moved: Cr Peter Harris

Seconded: Cr John Medcalf

That:

1. The Acting Director of Environment, Tourism and Economic Development Report No. R23/341 be received and noted.
2. Council endorse the undertaking of urban design concepts, water and sewer main investigation, stormwater investigation, electrical and telecommunication/NBN connection investigation by the preferred consultant.
3. A further report be presented to Council in the first quarter of 2024 with an update on the budget, the findings of the investigations and the progression of the planning proposal.

CARRIED

17.17 TENDER ASSESSMENT - BITUMEN SEALING CONTRACT**RESOLUTION 2023/288**

Moved: Cr John Medcalf

Seconded: Cr Peter Harris

That:

1. The Director Infrastructure Services Report No R23/342 be received and noted.
2. Council award a non-exclusive three-year term contract to Boral Asphalt with an option to extend for two years subject to satisfactory performance.
3. Council award a non-exclusive three-year contract to Country Wide Asphalt Pty Ltd with an option to extend for two years subject to satisfactory performance for stand-alone or small bitumen quantity projects.
4. The Mayor and General Manager be authorised to sign the contract documents and affix the Council seal if required.

CARRIED

17.18 LACHLAN RIVER FLOOD STUDY - CONDOBOLIN TO LAKE BREWSTER**RESOLUTION 2023/289**

Moved: Cr Peter Harris

Seconded: Cr John Medcalf

That:

1. The Director Infrastructure Services Report No. R23/350 be received and noted.
2. Council allocate \$27,080 from the matching grants budget as the necessary co-contribution for the grant.
3. Council delegate authority to the General Manager to execute the Deed of Agreement.

CARRIED

18 SALE OF LAND FOR UNPAID RATES**RESOLUTION 2023/290**

Moved: Cr Dennis Brady

Seconded: Cr Robyn Turner

That:

1. The General Manager's Report No R23/355 be received and noted.
2. The General Manager be authorised to sign the 2023 sale of land for unpaid rates transfers in accordance with Section 377 of the Local Government Act 1993.

CARRIED

The Meeting closed at 5:20pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 13 December 2023.

.....

CHAIRPERSON

5 MAYORAL MINUTE**5.1 MAYORAL MINUTE - MEETINGS AND FUNCTIONS DECEMBER****TRIM Number: R23/368****Author: Executive Assistant****RECOMMENDATION**

That:

1. Mayoral Minute No. R23/368 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 December.

NOVEMBER

25.11.2025 Official Opening of the Lachlan Shire Tourism Precinct – Condobolin.

DECEMBER

07.12.2023 All staff meeting – Condobolin

12.12.2023 Meeting with Mark Coulton MP – Condobolin.

13.12.2023 Ordinary Council Meeting – Condobolin.

15.12.2023 Mayoral Christmas Party – Condobolin.

ATTACHMENTS

Nil

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

8 READ AND NOTE

8.1 BUILDING PROJECTS MONTHLY UPDATE FOR NOVEMBER/DECEMBER

TRIM Number: R23/335

Author: Manager - Projects and Building

RECOMMENDATION

That:

1. The Acting Director of Environment, Tourism and Economic Development Report No. R23/335 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 2023/24 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

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	\$56.8K	\$77,765	The project is now completed.
Condobolin Works Depot	\$7,246,707.60	\$6,000,000 Loan and remaining \$1.25m from Council reserves	\$4,303,289.97	\$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. The contractor has ceased works on-site whilst the dispute remains unresolved. Final arbitration award has been received. Dispute resolved through mediation on 9 November 2023 and settlement terms agreed. Future delivery of the project to be determined in early 2024.
Lachlan Shire Visitor Information Centre	\$4,403,973.00 above includes contingency of \$347,836.03	Growing Local Economies Fund	\$4,392,294.08	\$4,403,973.00	Project completed. Official opening occurred on 25 November 2023. Financial figures are being finalised for funding body.
Willow Bend Sports Centre Renewal	\$300,000 (reduced by \$125K as per Council report)	LRCI P3	\$51.6k	\$176,600	A meeting has been held with the manager of the sports centre to discuss potential impacts of works as well as options. New fans have arrived and have been installed. New A/C has been installed. PO issued for cubical changes and new floor covering. Works where undertaken the week of 27 November 2023. Minor finishing works to be done.
Companion Animal Surrender Cages - Lake Cargelligo	\$50,000	LRCI P3	\$45.9k	\$50,000	Main structure has been erected, roofing & external cladding has been provided. Minor

					flashing & fencing work have been completed. Awaiting installation of CCTV & signage.
Tottenham Caravan Park Enhancement	\$190,000	LRCI P3 \$190k & Council funds \$35k	\$107.2k	\$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. New smoke alarms have been provided throughout the accommodation units. External painting works are yet to commence.
Sign Replacement – Lake Cargelligo Foreshore walk	\$50,000	SCCF R3	Nil	\$50,000	Final designs are being prepared and works have commenced on renewal of sign frames.
Fire Appliance Display - Tullibigeal	\$125,000	SCCFR5	\$1.3k	\$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. Additional \$40,000 allocated directly to the committee

					through separate grant funding for appliance restoration. Site identified, awaiting approval for use of Crown land site. Works are progressing in regard to the appliance renewal. Shed plans have been finalised. Quotes to be called once the site has been confirmed.
Provision of Hearing Loop & PA to Fifield Hall	\$25,000	Capital - Council	Nil	\$25,000	Quotes currently being obtained. PO issued, awaiting installation.

Condobolin Works Depot Budget Update

Please note there has been no change to these figures since work was suspended in June 2022.

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*

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	\$81,820.18
Remaining contingency	\$11,678.92
Current Expenditure	\$4,392,294.08

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 and mediation processes associated with the resolution of the contractual dispute regarding the Works Depot construction possess a financial risk to this project. The project cost will be updated following settlement of the contract dispute.

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 30 NOVEMBER 2023**TRIM Number: R23/354****Author: Manager - Finance****RECOMMENDATION**

That:

1. The Director Corporate and Community Services Report No. R23/354 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 30 November 2023 is \$6,091,232. Investments held at 30 November 2023 totalling \$67,626,979 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 30 November 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 November 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 3.74% p.a., just underperforming compared to AusBond Bank Bill Index (bank bills) by 0.03% p.a. The annualised one-month performance shows an improving situation, with Council outperforming the AusBond Bank Bill Index by 0.34%.

The Reserve Bank raised the cash rate at the November Board meeting on 7 November 2023 from 4.10% to 4.35%. The RBA remains committed to tightening the cash rate further if required, to ensure that inflation returns to target within a reasonable timeframe. The Board's tolerance for the sustained high levels of inflation is languishing and the market believes this may force its hand with another rate hike over coming meetings.

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 Reports as at 30 November 2023**

8.3 DEVELOPMENT DATA NOVEMBER 2023

TRIM Number: R23/360

Author: Manager- Town Planning

RECOMMENDATION

That:

1. The Acting Director Environment, Tourism and Economic Development Report No. R23/360 be received and noted.

PURPOSE

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

SUPPORTING INFORMATION

Council’s Development Data.

BACKGROUND

During the month of November 2023 there were four (4) applications lodged with a value totalling \$597,352. Five (5) approvals were issued within this time.

Development Applications and Complying Development Certificates Approved in November 2023.

Approval Number	Development Description	Location	Value	Delegated Authority/ Council
DA2023/09	Change of Use to Community Facility	43 Bathurst Street, Condobolin	\$82,000	Delegated Authority
DA2023/29	Alterations and Additions to Medical Facility	8-10 Foster Street, Lake Cargelligo	\$214,000	Council
DA2023/43	Demolition of existing Buildings, Construction of a two storey Warehouse and Manufacturing Facility with Offices and Subdivision	14-20 Lachlan Street, Condobolin	\$3,272,916.90	Council

DA2023/45	Construction of Outbuilding (Shed)	4 Crouch Street, Condobolin	\$7,990.00	Delegated Authority
DA2023/48	Construction of Outbuilding (Shed)	234 Hassans Lane, Condobolin	\$37,875.00	Delegated Authority
TOTAL NO. OF APPROVED DEVELOPMENTS	5		\$3,614,619.90	

Comparison to Previous Year: Applications Approved November: 2022

Total **Number** of Applications **approved in November 2022**: 7

Total **Value** of Applications **approved for November 2022**: \$1,998,235

Development Applications and Complying Development Certificates Received in November 2023.

Development Identifier	Development Description	Location	Value
DA2023/34	Installation of Moveable Dwelling	28 Willow Bend Road, Condobolin	\$424,744.00
DA2023/46	Construction of Outbuilding (Shed)	60 Officers Parade, Condobolin	\$28,000.00
DA2023/48	Construction of Outbuilding (Shed)	234 Hassans Lane, Condobolin	\$37,875.00
DA2023/49	Use of Existing Farm Building	146 North Forbes Road, Condobolin	\$106,733.00
TOTAL NO. OF APPLICATIONS LODGED	4		\$597,352

Comparison to Previous Year: Applications Received November 2022

Total **Number** of Applications **received in November 2022**: 4

Total **Value** of Applications **received for November 2022**: \$31,028,147

ISSUES AND COMMENTS

A total of twenty-eight (28) approvals have been issued this financial year at an average of 36 days, which is inside the legislative timeframe for approvals and below the average net days taken to determine a DA across all NSW Councils.

FINANCIAL AND RESOURCE IMPLICATIONS

No foreseeable issues.

LEGAL IMPLICATIONS

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

RISK IMPLICATIONS

All applications were assessed 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 \$39,657,489.90 for applications approved in the 2023/2024 financial year.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 - Strong Effective Responsive Council.

DP 4.2.2 – Council's decision making is equitable and ethical

ATTACHMENTS

Nil

8.4 FY23/24 URBAN WORKS MONTHLY UPDATE FOR NOVEMBER**TRIM Number: R23/361****Author: Manager Urban Works****RECOMMENDATION**

That:

1. The Director Infrastructure Services Report No. R23/361 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 November, in progress for the month of December and forecast for the month of January 2023.

SUPPORTING INFORMATION

Nil

BACKGROUND

Council has adopted the 2023/2024 budget and associated Delivery and Operational Plans and Quarterly Budget Reviews. 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 has focused on grant funded projects with funding deadlines and capital works.

Overall the majority of the Urban Works projects are progressing well with contractors and staff focusing on project priorities and delivery deadlines.

It is expected that the month of January is a particularly quieter month due to the Christmas break and new year holidays.

Works Completed in November

Tourism Precinct – stage 3. BBRF	All works complete and the Tourism Precinct has been officially opened and is now operational.
Scott Street Subdivision	Installation of the stormwater and sewer continued throughout the subdivision and excess spoil was removed from site. Delays have occurred with the design and approval of the electrical items, and electrical sub-contractor. Issues with existing Telecommunications infrastructure are being worked through. ETOs to be reviewed.
Footpaths	Construction of the Riverwalk path and backfilling was complete and is now open to the public. Offices Parade footpath works have recommenced. Unsuitable footpath removed and to be replaced. New sub-contractor engaged.
Condobolin Cemetery Plinth installation	Site works delayed. They will continue when the contractor is available.
Lake Cargelligo Cricket Club toilet	The concrete slab has been poured and finished, the toilet bock delivered to site. Power and water to be connected.
Lake Cargelligo Netball Court refurbishment	PO was issued to the court resurfacing contractor with site works to commence early next year ready for the court installation in March.
Tullibigeal Netball Court Refurbishment	PO was issued to a second contractor to rectify the court defects as soon as the contractor is available.
Burcher Tennis Court upgrades	Contractors have completed the upgrade; LED lighting has been installed and the courts are now operational.
Weja RFS shed	The main shed and fit out have been complete, final defects and handover expected in December.

Works Underway in December

Scott Street Subdivision	Continuation and completion of the stormwater and sewer within the subdivision is expected to be complete by the end of this month subject to weather. Encroachments are being resolved with neighbouring fences, drains and structures. Issues with Electrical sub-contractor are being worked through. ETOs to be reviewed.
Footpath Construction	Remaining Officers Parade footpath to be complete. Memorial Park works to be completed before Christmas event.
Condobolin Cemetery Plinth installation	Site works to recommence when the contractor is available.
Lake Cargelligo Cricket Club toilet	Power and water to be connected to the toilet block and the facility operational.
Lake Cargelligo Netball Court	Works to commence early next year when contractors become available.
Tullibigeal Netball court resurfacing	Defects to be rectified early next year when the contractor becomes available.
Weja RFS Shed	Building works complete Gravel driveway and fencing to be completed.

Works Scheduled in January

Scott Street Subdivision	Installation of electrical and NBN conduits to be installed and earthworks to continue.
Footpath Construction	Memorial Park foot path works to continue.
Condobolin Cemetery Plinth installation	Site works to recommence when the contractor is available.
Lake Cargelligo Cricket Club toilet	Services installation to be complete and facility to be operational.
Tullibigeal Netball court resurfacing	Defects to be rectified year when the contractor becomes available.
Lake Cargelligo Netball Court	Site works to commence subject to contractor availability.
Weja RFS Shed	Gravel driveway and fencing to be installed.

FINANCIAL AND RESOURCE IMPLICATIONS

Project	Budget	Funding Source	Expenditure to Date	Forecast Expenditure	Comments
Scott Street	\$4,233k	LRCI, land, stormwater, water, sewer reserves	\$2,940k	\$4,233k	Budget variations are being actively managed.
7 footpath locations	\$1,221k	FLR, LRCI3, SCCF4, General Rev	\$755k	\$1,221k	Budget is on track
Lake Cargelligo Cricket Club Toilet	\$65k	SCCF4	\$52k	\$65k	Budget is on track
Lake Cargelligo Netball Courts	\$303k	SCCF5	\$0k	\$303k	Budget is on track
Tullibigeal Netball Courts	\$135k	SCCF4	\$65k	\$70k	Budget underspent Correcting defects
Burcher Tennis Court Upgrade	\$150k	SCCF5	\$121k	\$150k	Budget on track
Weja RFS Shed	\$150k	RFS	\$98k	\$150k	Budget is on track

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 continues to present concerns with budgets together with the supply of goods and materials.

STAKEHOLDER CONSULTATION

Staff are engaging with specific stakeholders on each project, in accordance with Council’s community consultation policy. Meetings have been held with the Tullibigeal Netball committee and Lake Cargelligo Junior & Senior Cricket Association and Lake Cargelligo Netball.

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 November, in progress for December and forecast work for January 2024.

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

8.5 ACTIVE RESOLUTIONS - DECEMBER

TRIM Number: R23/362

Author: Executive Assistant

RECOMMENDATION

That:

1. The General Manager's Report No. R23/362 be received and noted.

PURPOSE

To provide Council with an update on Active Resolutions as at December 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

8.6 FY23/24 UTILITIES MONTHLY UPDATE NOVEMBER

TRIM Number: R23/374

Author: Manager - Utilities

RECOMMENDATION

That:

1. The Director Infrastructure Services Report No. R23/374 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 November, in progress for the month of December and forecast for the month of January 2024.

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"> • Finalisation report and final claim have been submitted and approved by INSW. Once the final claim is paid, the project will be marked completed and closed off.
RNSW 755 Condobolin Bore Fields II	<ul style="list-style-type: none"> • NSW Public Works and Infrastructure and Property teams are providing Survey information for the adjustment of the road reserve. • Council is progressing the documentation for formal land acquisition using local legal services.
DWS072 Condobolin Drought Water Security Project	<ul style="list-style-type: none"> • Contract 3: WTP Modifications – tender has been released and closes in January 2024. • Contract 5: Transfer Pump Station – piezometers installation has commenced. Waiting for the result of the power loading assessment.
Lachlan St Sewer Pump Station – Concept and Detailed Design Upgrade	<ul style="list-style-type: none"> • Tender awarded to Trazlbat Pty Ltd. Supplies are being ordered and project documentation being prepared.

Officers Parade Sewer Pump Station – Concept and Detailed Design Upgrade	<ul style="list-style-type: none"> Amended draft design has been received from NSW Public Works and final comments have been provided for the finalisation of the tender documents.
--	--

Lake Cargelligo

Project	Progress
Lake Cargelligo STP – Screen Extractor	<ul style="list-style-type: none"> It is currently scheduled to undertake the installation using Condobolin based staff.
Lake Cargelligo STP – Sewer Lagoons	<ul style="list-style-type: none"> The water level has now dropped approximately 700mm since September. Weekly sampling is continuing to be taken from the lagoons and the surrounding areas. With the agreement from the EPA, the updates are now being provided fortnightly.
Lake Cargelligo WTP – Chemical Storage Upgrade	<ul style="list-style-type: none"> RFQ documents are currently under review and being finalised.
Lake Cargelligo WTP – GAC Filter Upgrade	<ul style="list-style-type: none"> GAC Filter tests can only be undertaken when using lake water as the raw water source. Lake Cargelligo raw water pump station is currently out of order and works are being scheduled to repair the pump station. The source of raw water continues to be the Merri Abba bores.
Lake Cargelligo Reservoir No.1 (4ML) and 16 Mile Reservoir Remediation	<ul style="list-style-type: none"> Due to other priorities, the review of the condition assessment report is currently on-hold.
Water Main Replacement Foster Street (Walker St to Grace St) and Extension Loughnan Street (Yelkin St to Conapaira St)	<ul style="list-style-type: none"> The water main works in Loughnan and Foster Streets are mostly complete. Final compliance checks and service connections to occur.

Tottenham

Project	Progress
RNSW 841 Tottenham Water Supply	<ul style="list-style-type: none"> Start-up meetings for the new Albert Reservoir and Leg O Mutton Dam upgrade projects have been held.

Shire Wide

Project	Progress
RNSW 842 Sewage Effluent Reuse Management System (Lake Cargelligo, Condobolin & Tottenham)	<ul style="list-style-type: none"> Investigation is underway into the salinity problems around the Tottenham racecourse. Salt, nitrogen and phosphorus balance will be undertaken to determine the impact of effluent reuse. The result of the investigation will recommend the best scheme/s that are likely to be effectively operated at a manageable cost.
Integrated Water Cycle Management (IWCM) Strategy	<ul style="list-style-type: none"> Due to the unavailability of the key staff with some relevant stakeholder, the Project Reference Group Workshop 1 has been re-scheduled to 12-December.
Natural Resources Access Regulator (NRAR) – metering requirements	<ul style="list-style-type: none"> The leaks have been repaired and the flowmeters have been validated to comply with NRAR metering requirements.

FINANCIAL AND RESOURCE IMPLICATIONS

Project	Budget	Funding Source	Spend to Date	Forecast Spend	Comments
RNSW 1879 Condobolin Water Supply Upgrade Scoping Study	\$110K	Restart NSW	\$64K	\$110K	Budget is on track
RNSW 755 Condobolin Bore Fields II	\$3.9M	Restart NSW	\$2.4M	\$3.9M	Power supply, bore works and chlorine system upgrade at Condobolin WTP remain. Budget is on track
DWS072 Contract 5: Transfer Pump Station	\$2.54M	Safe & Secure	\$2.21M	\$2.54M	Approved variation, revised funding signed. Revised budget is on track
Lachlan St Sewer Pump Station – Concept and Detail Design Upgrade	\$150K	Sewer Fund	\$136K	\$144K	Budget is on track
Officers Parade Sewer Pump Station – Concept and Detail Design Upgrade	\$145K	Sewer Fund	\$57K	\$135K	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	\$13K	\$150K	Budget is on track

Project	Budget	Funding Source	Spend to Date	Forecast Spend	Comments
Lake Cargelligo WTP – Chemical Storage Upgrade	\$110K	Water Fund	\$36K	\$121K	The over expenditure will be funded within the existing budget.
Lake Cargelligo WTP – GAC Filter Upgrade	\$57K	Water Fund	\$12K	\$57K	Budget is on track
Lake Cargelligo Reservoir No.1 (4ML) and 16 Mile Reservoir Remediation	\$180K	Water Fund	\$25K	\$180K	Budget is on track
Water Main Replacement Foster Street (Walker St to Grace St) and Extension Loughnan Street (Yelkin St to Conapaira St)	\$215K	Water Fund	\$80K	\$249K	Design change resulted in additional costs. The over expenditure will be funded within the existing budget.
RNSW 841 Tottenham Water Supply	\$4.6M	Restart NSW	\$665K	\$4.6M	Budget is on track. New Albert Res and Leg O Mutton Dam upgrade to be funded
RNSW 842 Sewage Effluent Reuse Management System	\$2.556 M	Restart NSW	\$446K	\$2.556M	Budget is on track
Integrated Water Cycle Management (IWCM) Strategy	\$491K	Safe & Secure	\$98K	\$491K	Budget is on track
Natural Resources Access Regulator (NRAR) – metering requirements	\$102K	Water Fund	\$105K	\$105K	The over expenditure will be funded within the existing budget.

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 NSW Public Works to assist with project delivery is mitigated by the formation of a project steering committee with INSW, DPE Water, NSW Public Works 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 November, underway for December and planned for January 2024.

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

8.7 FY23/24 ROADWORKS MONTHLY UPDATE FOR NOVEMBER**TRIM Number: R23/358****Author: Manager - Roads****RECOMMENDATION**

That:

1. The Director Infrastructure Services report No R23/358 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 November, works in progress in the month of December and works scheduled for the month of January 2024. The execution and completion of works varies depending on resource availability, weather conditions, work priorities and unforeseen circumstances.

SUPPORTING INFORMATION

Nil

BACKGROUND

A recent announcement by the Federal Government has advised that the Roads to Recovery (RTR) funding for the next five-year program (FY23/24 to FY28/29) has increased from \$500 million to \$1,000 million. Although individual Council's allocations have not yet been announced it is expected that Lachlan Shire's allocation could increase from the current \$10,642,540, excluding the additional 2020 drought relief funds of \$2,128,510, to approx. \$21 million. The RTR program is one of the easier programmes to administer and it gives Council freedom to choose almost any road related expenditure activities – except footpath work.

Council's submission for Natural Disaster Restoration Funding is still being considered by TfNSW. Feedback on the two-priority submission roads – MR 347 Dandaloo Road and MR 7521 Kiacatoo Road is expected over the next two weeks as the response for TfNSW is currently being reviewed internally by TfNSW.

UPDATE

Seven council graders are continuing to undertake routine maintenance grading on the unsealed road network. Four of these graders are operating with water carts and rollers undertaking grade/water/roll operations. Two contractor graders are also working for Council following recent rain.

Works undertaken in November

- **Heavy patching, re-sheeting and grade water and roll undertaken on the following roads**
 - Main Roads
 - nil
 - Shire Roads
 - SR 70 Burando Road – gwr
 - SR 71 Condobolin Road – gwr
 - SR 73 Reynella Road – gwr
 - SR 74 Derriwong Road – gwr
 - SR 75 Ridglands Road – gwr
 - SR 76 Timmins Lane – gwr
 - SR 230 Lachlan Valley Road – gwr
 - SR 384 Karawah Road – gwr
 - SR 385 Terrys Lane – gwr
 - SR 1347 Albert Road - gwr

- **Road and culvert reconstruction undertaken on the following roads**
 - Main Roads
 - MR 57S The Gipps Way – Regional NSW/Block grant – Murie culvert, installation guardrail and road reconstruction completed.
 - MR 57S The Gipps Way – FCR/Block grant – Nerathong Bridge replacement, asphaltting of approaches has been completed
 - Shire Roads
 - SR 10 Meadowview Road – RTR – sealed causeways reconstruction in progress
 - SR 1033 Boreamble Road – RTR – 1.8 km seal widening complete

- **Road reseals/sealing**
 - Regional Roads
 - MR 57S The Gipps Way – Murie culvert reconstruction – two coat seal
 - Shire Roads
 - SR 1033 Boreamble Road – RTR – 1.8 km widening/reseal and 300 m heavy patch

- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following unsealed roads**
 - Main Roads
 - nil
 - Shire Roads
 - SR 145 Imries Lane – maintenance grade
 - SR 146 Glasgows Lane – maintenance grade
 - SR 150 Slant Road – maintenance grade (part length)
 - SR 151 Mudda Rocks Road – maintenance grade (part length)

- **Shoulder grading/slashing/vegetation control/patching and flood damage undertaken on the following sealed roads**
 - Main Roads
 - MR 57N Fifield Road – overhanging tree removal

- MR 371 Rankin Springs Road – slashing
- MR 7513 Lake Cargelligo Road – vegetation control
- MR 7521 Kiacatoo Road - slashing
- Pothole repair on all Main Roads
- Shire Roads
 - MR 64 Platina Road – overhanging tree removal
 - Pothole repair on several roads

Works in progress or planned for December

- **Heavy patching, re-sheeting and grade water and roll in progress on the following unsealed roads**
 - Main Roads
 - nil
 - Shire Roads
 - SR 230 Lachlan Valley Road – gwr
 - SR 1347 Albert Road - gwr
- **Road and culvert reconstruction in progress on the following roads**
 - Main Roads
 - MR 575 The Gipps Way – FCR/Block grant – Nerathong bridge replacement, project completion
 - Shire Roads
 - SR 60 Springvale Road – pavement failure repairs
 - Town Streets
 - Turner St, Condobolin – water main trench restoration repairs
 - Walker St, Lake Cargelligo – shoulder build up and seal
- **Road reseals/sealing**
 - All Roads
 - nil
- **Maintenance grading/sucker removal/storm damage repairs in progress on the following roads**
 - Main Roads
 - nil
 - Shire Roads
 - SR 62 Carlisle Road – maintenance grade
 - SR 63 Wilga Ridge Road – maintenance grade
 - SR 130 West Milby Road – maintenance grade
 - SR 147 Four Corners Road – maintenance grade
 - SR 148 Halls Road – maintenance grade
 - SR 149 Gubbata Road – maintenance grade
 - SR 161 Bygalore Road – maintenance grade
 - SR 150 Slant Road – maintenance grade
 - SR 151 Mudda Rocks Road – maintenance grade
 - SR 152 Thomas Lane – maintenance grade
 - SR 180 O’Reillys Road – maintenance grade

- SR 408 Deacons Lane – maintenance grade
 - SR 1006 Brothoney Road (Lake Cargelligo Road to Lachlan Valley Way)
 - SR 1139 Weja Road – maintenance grade
- **Shoulder grading/slashing/vegetation control and patching in progress on the following sealed roads**
 - Main Roads
 - As required
 - Shire Roads
 - SR 60 Springvale Road – shoulder grading narrow seal

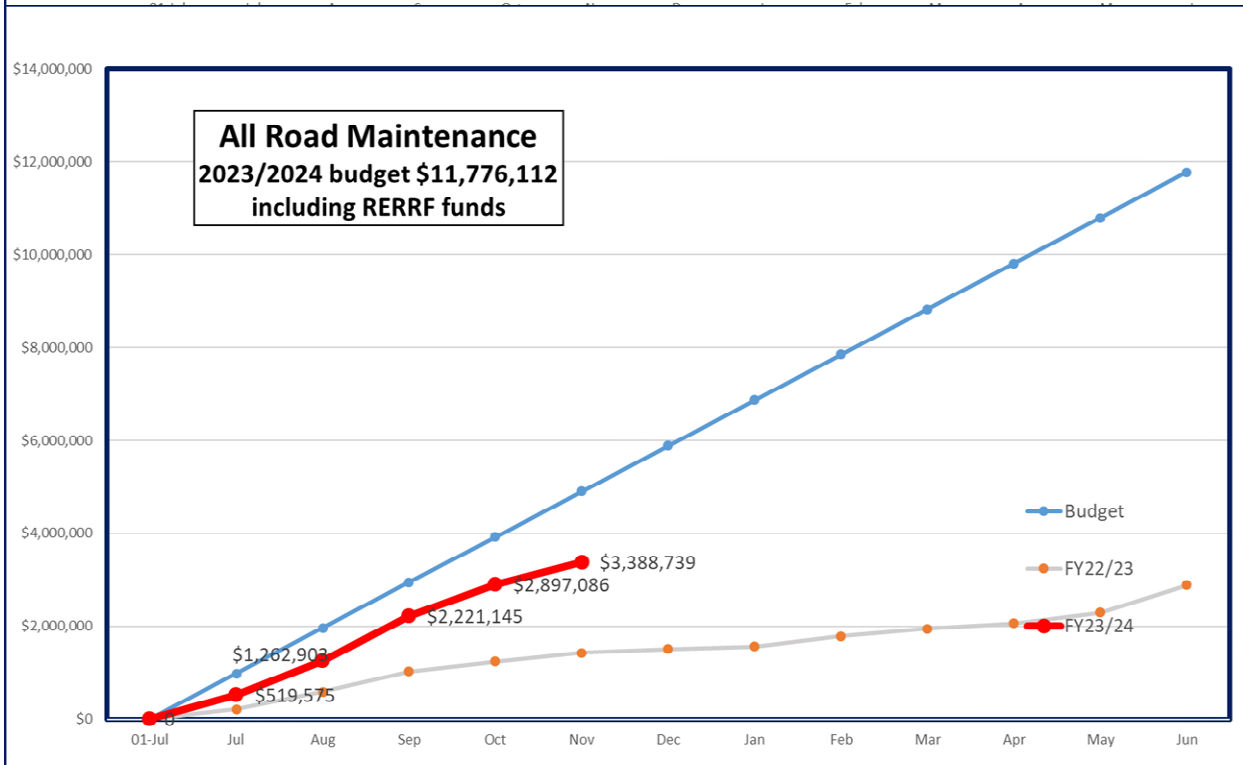
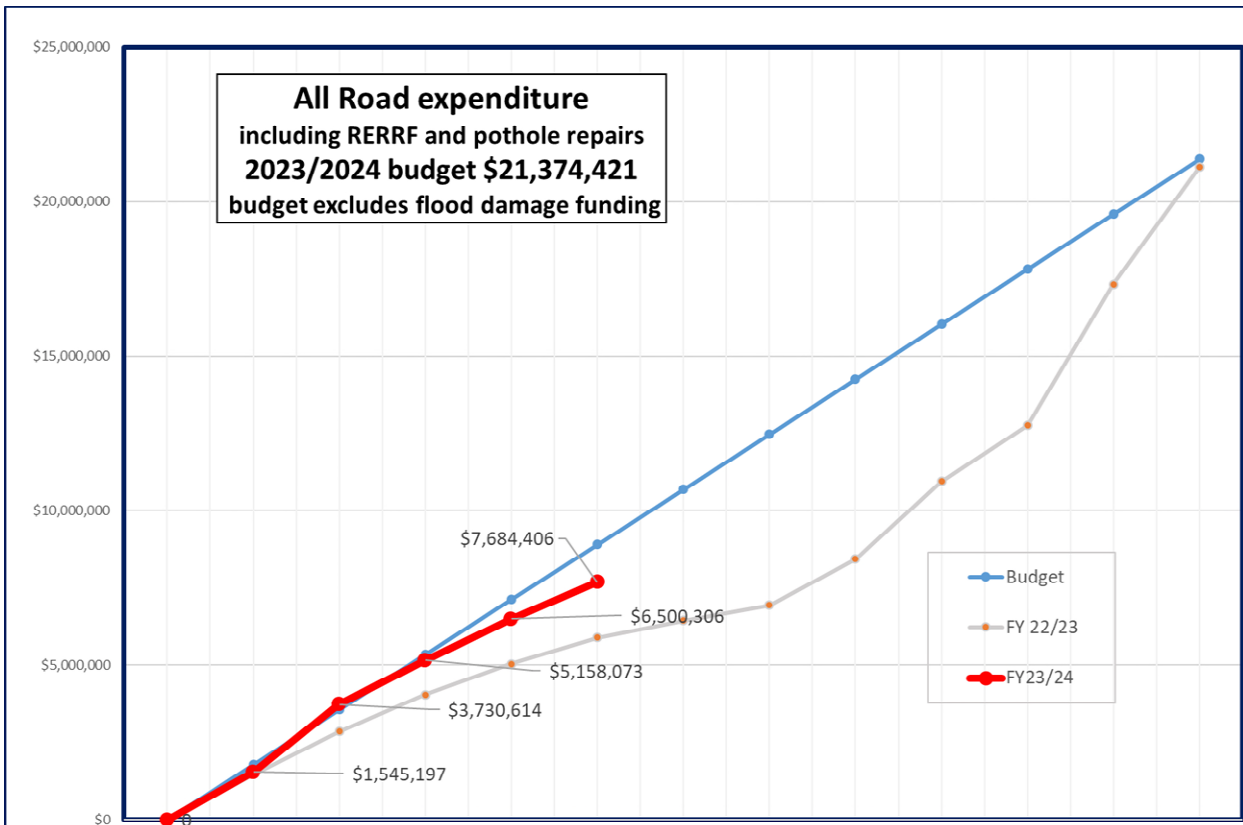
Works planned for January 2024

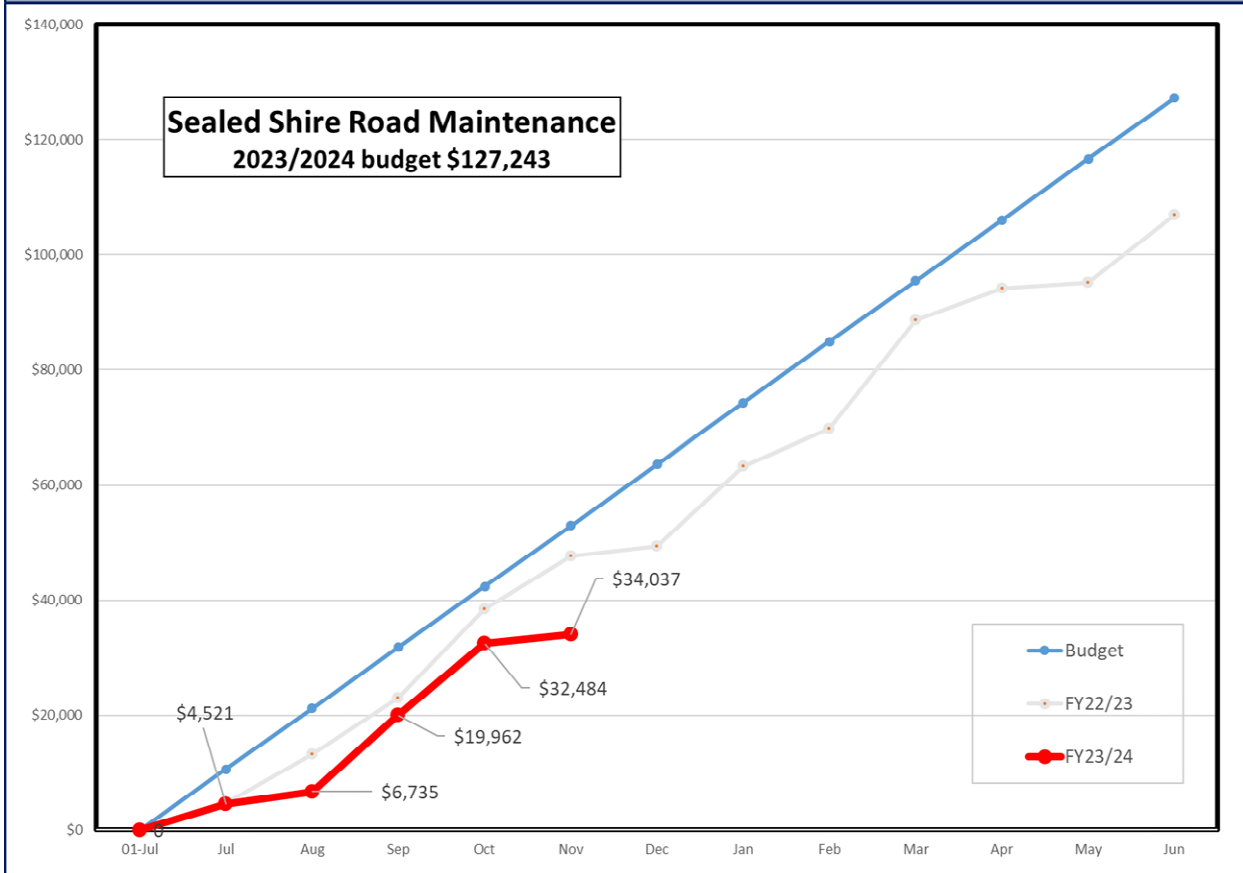
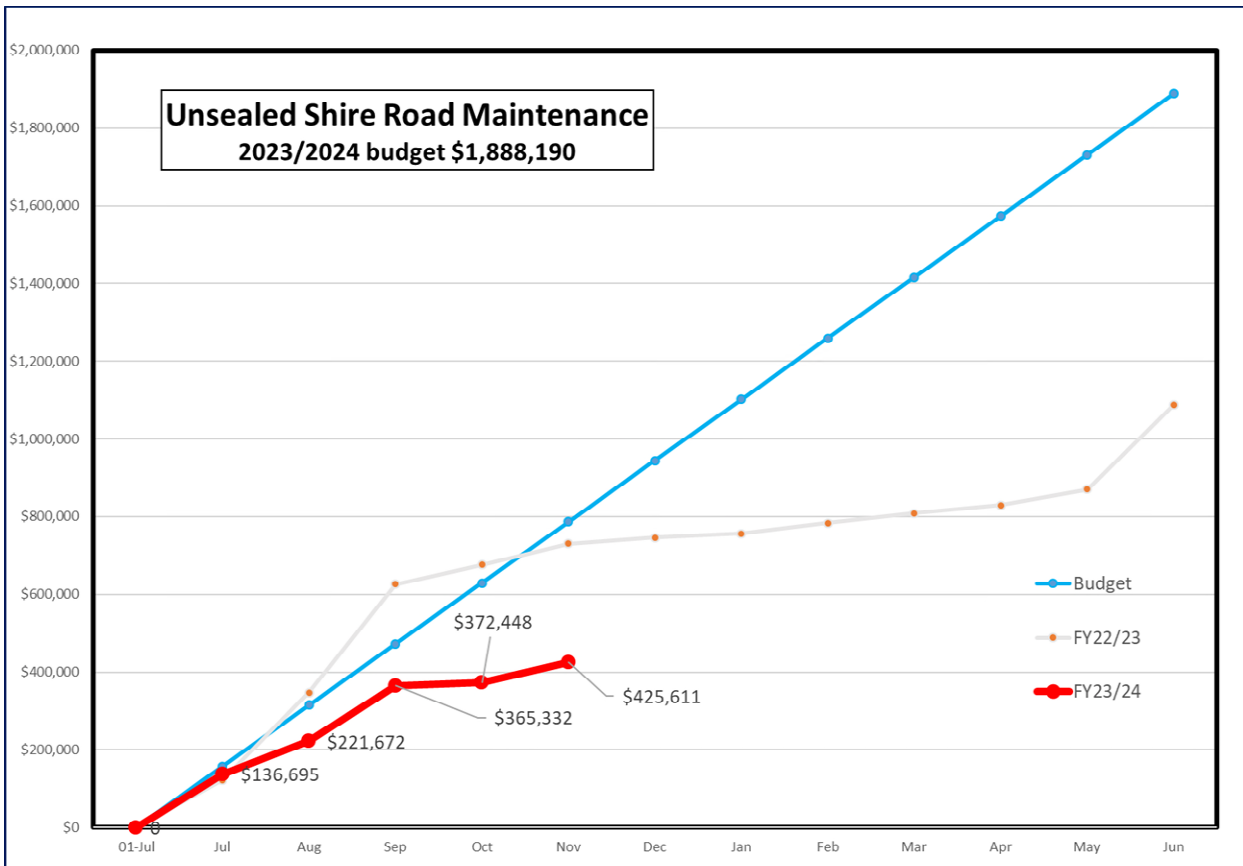
- **Heavy patching, re-sheeting and grade water and roll to be undertaken on the following unsealed roads**
 - All Roads
 - To be confirmed
- **Road resealing/sealing**
 - All Roads
 - To be confirmed
- **Road and culvert reconstruction to be undertaken on the following roads**
 - Main Roads
 - nil
 - Shire Roads
 - SR 45 Boona Road – FLR/RTR – commencement of 18 km of seal widen
 - SR 64 Platina Road – RTR – reconstruction and widen for 2 km Fifield Road to Bloomfield Road
 - SR 343 Willis Lane – RTR – Construction of pavement for 2 km seal extension
- **Maintenance grading/sucker removal/storm damage repairs undertaken on the following roads**
 - All Roads
 - To be confirmed
- **Shoulder grading/slashing/vegetation control and patching undertaken on the following sealed roads**
 - All Roads
 - To be confirmed

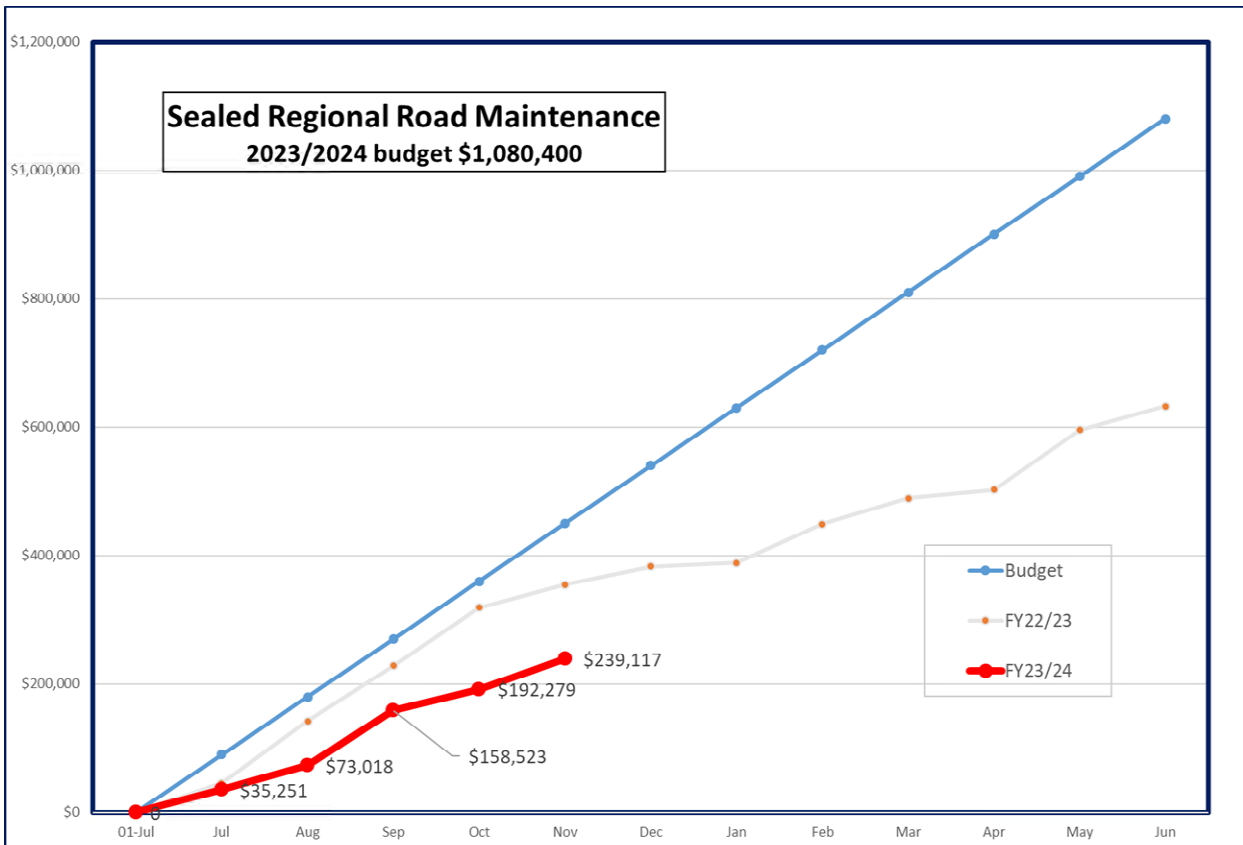
FINANCIAL UPDATE

CONSTRUCTION PROJECTS					
Regional Roads					
Project	Budget	Funding source	Expend to date	Forecast Expend	Comments
Regional Roads, reseals					
MR 371 Rankin Springs Road	\$240k	TfNSW Block Grant	\$0k	\$240k	7 km reseal. Programmed for Q3
MR 501 Lachlan Valley Way	\$100k		\$0k	\$100k	3 km reseal. Programmed for Q3
Balance	\$107k		\$0k	\$107k	To be determined
Total	\$447k		\$0k	\$447k	
Regional Roads, heavy patching	\$50k	TfNSW Block Grant	\$0k	\$0k	Program to be determined
Regional Roads, culvert renewal	\$60k	TfNSW Block Grant	\$0k	\$0k	Program to be determined
MR 371 Foster St, Lake Cargelligo, Lake St to Lorne St reconstruction	\$3.6m	RTR \$500k, State Government funding \$2,800k, LRCI \$300k	\$3.238m pre 1 July 2023, \$781k in FY23/24 Total \$4.018m	\$4.0m	Project complete. Over expenditure to be funded by FAGs Roads
MR 57N The Bogan Way, widening 28 km	\$3.9m	FCR \$2.686m, TfNSW Block Grant \$1.214m	\$3.216m pre 1 July 2023, \$544k in FY23/24 Total \$3.760m	\$3.9m	Project complete
MR 57S The Gipps Way, Nerathong Bridge replacement	\$2.808m	FCR \$2.387m, TfNSW Block Grant \$421k	\$1.579m pre 1 July 2023, \$257k in FY23/24 Total \$1.836m	\$2.808m	Asphalt of approaches has been completed. Line marking programmed for late December.
MR 57S, MR 377, Condobolin Freight Betterment and Visitor Centre road works	\$9.248m	Regional NSW funding \$5,599k, TfNSW Block grant \$2,149k, TfNSW Repair \$400k, RTR \$300k, Additional \$800k Regional NSW as a result of Natural Disaster	\$7.218m pre 1 July 2023, \$2.058m in FY23/24 Total \$9.276m	\$9.5m	Murie culvert replacement and road construction and sealing is complete. Line marking is programmed for late December. Over expenditure to be funded by TfNSW block
MR 231 Wyalong Road seal widening 8 km	\$900k	Repair \$450k, Block \$450k	\$0k	\$0k	TfNSW repair program has been cancelled for 4 years.

CONSTRUCTION PROJECTS					
Local Roads					
Project	Budget	Funding source	Expend to date	Forecast Expend	Comments
Local road reseals					
SR 60 Springvale Road	\$130k	FAG Roads \$140k, RTR \$450k	\$0k	\$130k	Programmed for Q3
SR 10 Meadowview Road	\$60k		\$30k	\$60k	Causeway reconstruction in progress
SR 230 Lachlan Valley Way	\$140k		\$0k	\$140k	4 km at Wallaroi Creek bridge. Programmed for Q3
SR 231 Curlew Road	\$160k		\$0k	\$160k	Length to be determined. Programmed for Q3
Total	\$490k		\$0k	\$490k	
Local roads gravel re-sheets					
SR 91 Marsden Road	\$300k	Special Rate Variation \$200k, RTR \$500k, Evolution Mining \$138k	\$0k	\$300k	10 km gravel re-sheeting Programmed for Q3
SR 194 North Uabba Road	\$60k		\$0k	\$60k	2 km gravel re-sheeting completed and funded by Repair funding.
Balance	\$476k		\$0k	\$476k	Gravel re-sheeting program to be determined
Total	\$838k		\$0k	\$838k	
Officers Parade upgrade	\$1.4m	Fixing Local Roads \$780k, RTR \$520k, \$100k FAG	\$1.17m pre 1 July 2023, \$199k in FY22/23 Total \$1.37m	\$1.4m	Final sections of footpath in progress
SR 3 Lansdale Road widening and upgrade	\$400k	Roads to Recovery	\$178k	\$400k	Culvert installation and road widening in progress
SR 45 Boona Road 18 km seal widening	\$3.3 m	Fixing Local Roads \$2.97m, RTR \$330k	\$124k	\$3.3m	Design in progress
SR 64 Platina Road 2 km seal widening	\$300k	Roads to Recovery	\$0k	\$300k	Programmed for Q3
SR 343 Willis Lane seal extension	\$400k	Roads to Recovery	\$82k pre 1 July 2023, \$1k in FY22/23 Total \$83k	\$400k	Vegetation cleared, road pavement construction will commence in Q3
SR 1033 Boreamble Rd 1.8 km seal widening	\$248k	Roads to Recovery	\$192k	\$248k	Project complete
SR 1169 Bobadah Road 2 km seal widening	\$300k	Roads to Recovery	\$237k	\$300k	Project complete







Note: To date this financial year \$2.35m has been spent of Regional and Local Roads Repair Program funds and \$345k on pothole repairs. The Fixing Local Roads Pothole Repair funding program ends on 31 December 2023 and any unspent funds are required to be repaid to TfNSW. At present just over \$600k of expenditure has been identified on this program out of the available funding of \$1,336,350. The purpose of the funding is very specific and all eligible repairs have been completed.

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

Emphasis on road maintenance will reduce in the New Year as more resources are allocated to construction projects and lack of moisture is expected to reduce the effectiveness of maintenance grading.

ATTACHMENTS

Nil

9 DECISION REPORTS

9.1 GENERAL MANAGER**9.1.1 WORKFORCE SHORTAGES****TRIM Number: R23/356****Author: Manager - Human Resources****RECOMMENDATION**

That:

1. The General Manager's Report No R23/356 be received and noted.

PURPOSE

The purpose of this report is to inform Council of the status of the current local government labour market and how Council's salaries and benefits compete with other employers within the local government sector.

SUPPORTING INFORMATION

A table representing a summary of the information collated in the benchmarking of salaries process is contained within this report.

BACKGROUND

Actions in Council's Delivery Program and Operational Plan are for Council to be promoted as an Employer of Choice and review Council's Salary Structure by benchmarking Council's Salary System against like Council's to measure ongoing competitiveness.

In the current labour market there are more jobs advertised than there are applicants and most Council's in the region, and across NSW, are struggling to attract staff.

The LGNSW HR Metrics Report 2021-2022 which was released earlier in the year included a snapshot of how councils across NSW have performed against different HR metrics and is based on data from 60 Council's, our comparison group in this report was Rural Councils.

A recent labour market report stated that Councils have been impacted by the wave of "Great Resignations" which have impacted almost every industry in the last couple of years. From a turnover perspective, 2021-2022 proved to be a much more challenging year than the year before with an increase in most categories of turnover. The total turnover percentage increased by 4% from 14% to 18%. This increase in turnover has resulted in a 3% reduction in the average tenure of employees across councils.

Lachlan Shire Council's total staff turnover rate is 16.88%, the voluntary turnover rate is 16.23%, the involuntary turnover rate is .65%. The new starter turnover rate which is included in the voluntary turnover rate is 8.7%.

The labour market report stated that councils have lost most of their talent to state government and private sector organisations. They have also reported that remuneration and flexible working conditions are the reasons that most employees gave for joining these organisations and that councils are finding it challenging to compete in these areas.

Exit Interviews have indicated that employees have exited the organisation due to better remuneration; however, in some cases they are going to a position with greater responsibility which would have higher remuneration attached.

The question is, 'Is Lachlan Shire Council competitive in the Local Government Market and is the Salary System equitable compared with other similar councils?' This question has been raised and suggested as the reason Council are not attracting quality applicants or in some cases any applicants for roles at all.

The Manager Human Resources has recently undertaken a benchmarking exercise to measure ongoing competitiveness with like councils to see if Council's remuneration is comparable in the labour market.

Gathering of Information

Information has been collated from a number of sources including for other Central NSW Joint Organisation (CNSWJO) council's, the Australian Job Directory, Careers at Council and other council's outside the CNSWJO who have been advertising similar jobs.

The positions targeted for benchmarking were:

- Plant Operator level 2 – Parks and Gardens/Roller/Tractor/Labourers etc
- Plant Operator level 6 – Construction Grader Operators
- Truck Driver Level 2 – Gravel/Water Truck Drivers
- Water Treatment Operators
- Administration Officers (to the Directors)
- Customer Service Officers
- Accountants
- Environmental Health and Building Officers
- Rates/Revenue Officers
- Executive Assistants

The table below provides a summary of the information collected to support this report and sets out Council's salaries versus other employers, highlighting the average pay rate and the median pay rate.

Outdoor Positions	LSC Pay Rate - Weekly			Other Employers- Starting Pay Rate Weekly –		Other Employers - Top of Pay Rate - Weekly	
	Entry	Grade 5	Grade 8	Average	Median	Average	Median
Plant Operator L2 Labourers, Tractor	\$964.59	\$1085.17	\$1166.55	\$985.04	\$998.54	\$1120.67	\$1110.10
Plant Operator L6 Construction Grader	\$1033.65	\$1255.38	\$1349.53	\$1087.77	\$1067.75	\$1229.21	\$1207.64
Truck Driver Level 2 – Gravel/Water	\$999.12	\$1125.01	\$1209.39	\$1043.02	\$1041.05	\$1172.66	\$1138.12
Water Treatment Operator	\$1068.18	\$1255.38	\$1349.53	\$1083.37	\$1068.20	\$1216.78	\$1218.51
Indoor Positions	LSC Pay Rate – Weekly (includes 10.75% in accordance with Council’s Enterprise Agreement)			Other Employers- Starting Pay Rate Weekly –		Other Employers - Top of Pay Rate - Weekly	
Administration Officers (to the Directors)	\$1235.85	\$1390.33	\$1539.79	\$1212.00	\$1170.15	\$1366.41	\$1385.35
Customer Service Officers	\$1235.85	\$1390.33	\$1494.60	\$1212.00	\$1170.15	\$1366.41	\$1358.35
Accountant	\$1737.50	\$2101.56	\$2259.17	\$1736.64	\$1174.43	\$1990.27	\$2087.66
Environmental Health & Building Officers	\$1605.62	\$1954.94	\$2101.56	\$1658.03	\$1648.60	\$1870.92	\$1893.81
Rates/Revenue Officer	\$1341.54	\$1509.24	\$1622.43	\$1285.40	\$1263.84	\$1460.87	\$1406.58
Executive Assistant	\$1341.54	\$1509.24	\$1622.43	\$1359.63	\$1375.96	\$1589.05	\$1590.38

ISSUES AND COMMENTS

It appears that Council's salaries are similar if not higher in most of the positions benchmarked.

With the introduction of Council's new Salary System and the Attraction and Retention Policy, Council's salaries and benefits should be attractive and competitive.

FINANCIAL AND RESOURCE IMPLICATIONS

The resourcing implications of having job vacancies is that other staff are undertaking extra work and duties to ensure services are provided to the community and regulatory requirements are met.

The financial costs to recruit staff and engage contractors to fill vacancy gaps is high. It is important for Council to regularly benchmark salaries and review attraction and retention strategies to ensure employment conditions are competitive in the labour market.

LEGAL IMPLICATIONS

There is an obligation under the NSW Local Government (State) Award to ensure Council provides adequate staff and resources and that staff are remunerated equitably through a structured Salary System.

RISK IMPLICATIONS

There is an issue if Council is unable to fill vacancies that staff who are picking up additional work and working long hours may experience burnout.

STAKEHOLDER CONSULTATION

Council's in the CNSWJO and like sized Council's in NSW were consulted during the benchmarking project.

CONCLUSION

To remain an 'Employer of Choice' and to be competitive in the labour market it is imperative that Council continue to benchmark salaries across the industry and ensure that the benefits and incentives offered are attractive to applicants. The attraction and retention strategies included in the Workforce Plan and Council's Attraction and Retention Policy should be reviewed regularly.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No. 4.2 – Strong effective and responsive Council

DP No. 4.2.5 - Council's exposure to risk is minimised.

DP No. 4.2.8 - Ensure that Council has a skilled and competent workforce to achieve its strategic outcomes.

ATTACHMENTS

Nil

9.1.2 RECRUITMENT UPDATE - DIRECTOR ENVIRONMENT AND PLANNING**TRIM Number: R23/367****Author: General Manager****RECOMMENDATION**

That:

1. The General Manager's Report No R23/367 be received and noted.

PURPOSE

To consult and update Council on the recruitment of the Director Environment and Planning in accordance with Local Government Act 1993, Chapter 11, Part 2 sections 335 and 337.

SUPPORTING INFORMATION

Nil

BACKGROUND

The recruitment for a Director Environment and Planning (formerly Director of Environment, Tourism and Economic Development) commenced in November 2023 with the assistance of specialist recruitment company Local Government Services Group (LGSG), previously Blackadder and Associates. The position was advertised widely through the local government industry both in NSW and interstate with applications closing on 20 November 2023.

A section committee was formed to progress the recruitment and comprised the following members;

Greg Tory – General Manager Lachlan Shire Council

Colleen Staines – Human Resource Manager Lachlan Shire Council

Brendan Hayes – Director Environment and Planning Parkes Shire Council

Terrey Kiss – Recruitment Consultant LGSG

The relevant sections of the Local Government Act relating to this recruitment are reproduced below for Councillors information;

“335 Functions of general manager

The general manager of a council has the following functions—

... (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,

(i) to direct and dismiss staff,

(j) to implement the council's workforce management strategy...,

337 Council to be consulted as to appointment and dismissal of senior staff

The general manager may appoint or dismiss senior staff only after consultation with the council.

At the ordinary Council meeting on 25 May 2022 Council resolved Resolution 2022/145;

“...Council confirm that the positions of Director Infrastructure Services, Director Corporate and Community Services and Director Environment, Tourism and Economic Development are not to be classified as Senior Staff positions under section 332 of the Local Government Act 1993...”

While Council resolved not to classify these positions as Senior Staff they are Executive Level 4 positions under the NSW Local Government State Award 2023 and as per the General Manager’s Performance Agreement Part B 2.4 this report is provided for Council’s information.

ISSUES AND COMMENTS

In total 6 applications were received for the position with 4 applicants demonstrating they had the qualifications and experience necessary to progress to interview. At the time of writing this report interviews were scheduled for 8 December 2023 and a verbal update on the interview outcome will be provided to Councillors at the December Council meeting.

FINANCIAL AND RESOURCE IMPLICATIONS

Sufficient budget is available for the recruitment and ongoing employment of a staff member for this position.

LEGAL IMPLICATIONS

Local Government Act 1993 sections 335 and 337.

NSW Local Government State Award 2023

RISK IMPLICATIONS

The appointment of a qualified and appropriately experienced employee will mitigate Council’s risks associated with the responsibilities of this position.

STAKEHOLDER CONSULTATION

Not applicable

OPTIONS

Not applicable

CONCLUSION

A recruitment process has been undertaken to employ a new Director of Environment and Planning. This report is provided to update Council on the recruitment.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No 4.2 – Strong effective and responsive Council

DP No. 4.2.8 – Ensure that Council has a skilled and competent workforce to achieve its strategic outcomes

ATTACHMENTS

Nil

9.1.3 AUSTRALIA DAY AWARDS AND EVENT POLICY**TRIM Number: R23/369****Author: Executive Assistant****RECOMMENDATION**

That:

1. The General Manager's Report R23/369 be received and noted.
2. The Australia Day Awards and Event Policy be adopted.

PURPOSE

To present to Council the feedback received from the community during the public exhibition period for the Australia Day Awards and Event Policy.

SUPPORTING INFORMATION

See attachment – Australia Day Awards and Event Policy.

BACKGROUND

At the Ordinary Council meeting on 27 September 2023, Council considered report number R23/265 – Draft Australia Day Awards and Event Policy and resolved;

RESOLUTION 2023/212

Moved: Mayor Paul Phillips

Seconded: Cr Dennis Brady

That:

1. *The General Manager's Report R23/265 be received and noted.*
2. *The draft Australia Day Awards and Event Policy be placed on public exhibition for a minimum period of 28 days.*
3. *Following the completion of the public exhibition period a further report be presented to Council summarising any submissions and feedback received from the public throughout the exhibition period.*

ISSUES AND COMMENTS

The draft policy was placed on public exhibition from 18 October 2023 to 15 November 2023 and there were no public submissions received.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial implications associated with the draft policy beyond the advertising and public exhibition costs. Council allocates an annual budget for Australia Day festivities.

LEGAL IMPLICATIONS

None.

RISK IMPLICATIONS

It is considered that transparency and consistency in approach will minimise the risk of disputes, as well as educate communities on the processes required for nominations, criteria, eligibility and the judging process.

STAKEHOLDER CONSULTATION

Nil.

OPTIONS

- 1) Adopt the Australia Day Awards and Event policy as written.
- 2) Amend the Australia Day Awards and Event policy and then adopt.
- 3) Decline to adopt the Australia Day Awards and Event policy.

CONCLUSION

The Australia Day Awards and Event policy will streamline procedures and information to the public and other stakeholders, ensuring consistency and transparency when dealing with Australia Day Awards and event enquiries throughout the Lachlan Shire.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

1. CSP. No. 4.1 Involved and active community groups
2. DP No. 4.1.2 Council deliver one main Australia Day celebration in the shire each year.

ATTACHMENTS

1. **Australia Day Awards and Event Policy.**

9.1.4 ASSET MANAGEMENT MATURITY AUDIT 2023**TRIM Number: R23/372****Author: General Manager****RECOMMENDATION**

That:

1. The General Manager's Report No R23/372 be received and noted.

PURPOSE

To inform Council of a draft report on the maturity of Council's Asset Management Systems, which was undertaken by an auditor from the University of Newcastle, under a voluntary program coordinated by the Central NSW Joint Organisation. (CNSWJO).

SUPPORTING INFORMATION

A copy of the draft LSC NAMAf Report is attached.

BACKGROUND

The CNSWJO appointed the University of Newcastle (the University) to facilitate asset management maturity assessments at six of its member councils using the NAMS+ National Asset Management Assessment Framework (NAMAf). Councils being assessed are:

- Blayney Shire Council
- Lachlan Shire Council
- Lithgow City Council
- Oberon Council
- Parkes Shire Council
- Weddin Shire Council

The CNSWJO undertook a similar exercise using the NAMAf for several of its member councils in 2019 and Lachlan Shire Council also participated in that assessment.

The NAMAf assesses the financial and asset management maturity of the following elements:

- Strategic Longer-Term Plan
- Annual Budget
- Annual Report
- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans
- Governance and Management
- Levels of Service
- Data and Systems

- Skills and Processes
- Evaluation

The University is required to deliver the following reports:

- A report for each council's audit.
- A report benchmarking each audited council, including an assessment of possible areas of opportunity for regional collaboration.
- A regional report summarising individual council reports identifying key issues, gaps, and opportunities.

ISSUES AND COMMENTS

The assessment of Council's Asset Management Systems was conducted on 31 October and 1 November 2023.

The finds of the assessment are very pleasing and show a significant improvement in Asset Management maturity over the last 4 years since the previous review in 2019.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial implications as a result of the asset maturity assessment.

LEGAL IMPLICATIONS

There are no legal implications as a result of the asset maturity assessment.

RISK IMPLICATIONS

A mature asset management system helps ensure Council's assets are managed efficiently and effectively. Decisions on operational and capital budget allocations can be made with a degree of knowledge and understanding about the impact of these decisions, on Council's operations.

STAKEHOLDER CONSULTATION

CNSWJO

ELT

University of Newcastle

OPTIONS

Not applicable

CONCLUSION

Attached is a draft report outlining progress in Council's Asset Management maturity since 2019.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No. 4.2 - Strong effective and response Council

DP No. 4.2.1 – Council is financially sustainable and provides services at a level expected by the community.

DP No. 4.2.6 – Effective and efficient management of fixed assets

ATTACHMENTS

1. LSC NAMAFA Draft Report 2023

9.1.5 PROPOSED FM RADIO LICENCE LAKE CARGELLIGO**TRIM Number: R23/375****Author: General Manager****RECOMMENDATION**

That:

1. The General Manager's Report No. R23/375 be received and noted.
2. The General Manager be authorised to sign and return the ACMA Application for an apparatus licence in the broadcasting service bands for the establishment of an FM radio station licence in the Lake Cargelligo area.

PURPOSE

To inform Council of a proposal from Flow FM to establish a commercial FM radio service for Lake Cargelligo and the surrounding district through the construction of a re-transmission tower on private property at 2527 Brotherony Road Lake Cargelligo. The applicant has also requested Council's assistance to accept the temporary transfer of radio frequency licence 101.5 to Lachlan Shire Council.

SUPPORTING INFORMATION

Copies of email correspondence, grant funding notifications and a radio licence application form are attached.

BACKGROUND

The Managing Director of Flow FM has emailed Council advising the organisation has been successful in obtaining a grant of \$60,000 from the NSW Government to establish an FM radio station in the Lake Cargelligo District. Flow FM are a regional based radio station with transmission areas in Western NSW, Victoria and South Australia.

Flow FM representatives advise that their objective are;

- Flow Media will invest both monetarily and 'in kind' also into the project as it will cost more than \$60,000. Flow Media is not seeking monies from the Lachlan Shire Council; however, any Council help in engineering and approval will be necessary to get the project completed in the time frame.
- Flow Media will provide ongoing support to service and keep the site as part of a longer-term strategy for media coverage in your region (Lachlan, Riverina, Murray and Outback Western NSW)
- Flow Media has a second project in this funding round at Central Darling Shire.
- Flow Media has radio services already going in South and Western NSW (refer map). We have 22 re-transmitter sites (like the one proposed for Lake Cargelligo) already in operation and growing across 23 years since we began in the year 2000.

- Flow Media will develop content from local correspondents on a range of topics from Regional Affairs, Water, Sport (local AFL, League), Local Political Coverage
- Flow Media is family owned (by my family) and takes pride in serving our smaller country towns and surrounding farms and in some cases mining of whom are the background of this great nation.
- We play the 'music you love' featuring popular country and easy to listen current hits along with the best for the 80's till now with a strong focus on Australian artists.
- A scope of works etc will be developed once we have the licensing submitted.

ISSUES AND COMMENTS

As detailed in the grant notification the grant was approved in August 2023 and must be completed with 18 months from the date of the funding deed.

The radio licence is currently approved to broadcast from Mt Bowen however a commercial study found that the terrain and site access difficulties made it cost prohibitive to develop that site for the proposed purpose. An alternate broadcast location was identified at 2527 Brotherony Road and the landowners have agreed to the construction of a re-transmission tower on their land.

Unfortunately, the Australian Communication and Media Authority (ACMA) have advised that the only way of getting a relocation of the licence from Mt Bowen to 2527 Brotherony Road, in a timely manner to meet the grant timeframe, will be for Lachlan Shire to make the application.

In approximately 1 to 2 years ACMA will formalise a new Licence Area Plan and at that time the licence can be transferred to Flow FM. The annual fee for the radio licence is reported to be less than \$50/year.

FINANCIAL AND RESOURCE IMPLICATIONS

The only financial and resource implications identified is the annual licence fee of less than \$50.

LEGAL IMPLICATIONS

No legal implication have been identified.

RISK IMPLICATIONS

Potential reputational risk if Council seen to be involved with a commercial enterprise.

STAKEHOLDER CONSULTATION

Nil

OPTIONS

- 1) Support the proposal from Flow FM to establish a commercial radio station near Lake Cargelligo and agree to the temporary transfer of the radio frequency licence 101.5 FM into Council's name.
- 2) Decline the request for the temporary transfer of radio frequency licence 101.5 FM into Council's name.

CONCLUSION

Flow FM have obtained a grant from the NSW Government to establish a FM radio station in the Lake Cargelligo area. Due to the timeframe for expenditure of the grant and the time required to gain approval for the relocation of the licence site, from Mt Bowen to Brotherony Road, the proponent has asked Council to accept the transfer of the licence into Council's name. The ACMA have advise that a licence transfer to Council can be approved more quickly than a licence relocation request from Flow FM.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP No. 4.3 - Enhanced communication with residents

DP No. 4.3.1 – Enhanced communication with the community.

ATTACHMENTS

1. **Flow FM email of 20.11.2023**
2. **Flow FM email of 23.11.2023**
3. **Flow FM Grant Notification**
4. **Flow FM Network Demo Page**
5. **Flow FM Network Map 2023**
6. **Flow FM NSW Map 2024**
7. **ACMA B12 Application and letter of support**
8. **Letter from landowner 2527 Brotherony Road**

9.2 CORPORATE AND COMMUNITY SERVICES

9.2.1 LACHLAN CHILDREN'S SERVICES CODE OF CONDUCT POLICY

TRIM Number: R23/370

Author: Administration Officer - Corporate & Community Services

RECOMMENDATION

That:

1. The Director Corporate & Community Services Report R23/370 be received and noted.
2. The Lachlan Children's Services Code of Conduct v6 be adopted.

PURPOSE

To provide a draft copy of the Lachlan Children's Services Code of Conduct v6 for consideration.

SUPPORTING INFORMATION

See attached.

BACKGROUND

Lachlan Children's Services has been operating under modified version of the Lachlan Shire Council Code of Conduct Policy that incorporates specific child protection obligations however it has not previously adopted by Council.

ISSUES AND COMMENTS

This Policy operates alongside the Lachlan Shire Council Code of Conduct for Employees. This policy contains additional requirements in order for the service to comply with the ECA Code of Ethics (2016) which is based on the principles of the United Nations Convention on the Rights of the Child (1991). Children's Services employees are required to maintain compliance with both Codes of Conduct. The National Quality Standards are embedded in everything the Service does and underpins the detail in this policy.

FINANCIAL AND RESOURCE IMPLICATIONS

None identified.

LEGAL IMPLICATION

No additional implications identified.

RISK IMPLICATIONS

Legislative risk if Council is not compliant with all requirements under the Local Government Act 1993, associated regulations, and National Child Safe Principles.

STAKEHOLDER CONSULTATION

Children Services staff

OPTIONS

1. Review the draft policy and adopt the policy as presented.
2. Review the draft policy, recommend changes and adopt with changes incorporated.

CONCLUSION

The draft Lachlan Children's Services Code of Conduct Policy v6, is presented to Council for consideration. Council should review the policy, recommend changes and adopt the policy with recommended changes (if any) incorporated.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 4.2. Strong, effective and responsive council
- 4.2.5 Council's exposure to risk is minimised.

ATTACHMENTS

1. **Lachlan Children's Services Code of Conduct Policy**

9.3 ENVIRONMENT, TOURISM AND ECONOMIC DEVELOPMENT

Nil

9.4 INFRASTRUCTURE SERVICES

9.4.1 HOLT STREET STORMWATER UPDATE

TRIM Number: R23/376

Author: Director Infrastructure Services

RECOMMENDATION

That:

1. The Director Infrastructure Services Report No. R23/376 be received and noted.
2. The status of the drainage easement through Lot 4 section 26, DP 758595 be confirmed.
3. Council nominate the preferred stormwater treatment option and provide direction on the preferred stakeholder engagement method.

PURPOSE

To update Council on the investigations undertaken by MJM Consulting Engineers on the stormwater drainage between Grace and Holt Streets in Lake Cargelligo. Seek input from Councillors on the preferred stormwater treatment option and to confirm the preferred method to engage with impacted residents.

SUPPORTING INFORMATION

Attachment 1 – Design options report from MJM consulting Engineers.

Attachment 2 – 2 page summary. Proposed material for stakeholder engagement.

BACKGROUND

129/2022 NOTICE OF MOTION – STORM DAMAGE, GRACE ST TO HOLT ST, LAKE CARGELLIGO

MJM Consulting Engineers Pty Ltd were engaged to assist Council staff with the stormwater modelling and development of design options to improve public safety and reduce impact on adjoining residence and address community concerns.

ISSUES AND COMMENTS

Stakeholder complaints about the drainage channel have focused on the erosion impacts, the fencing falling over, the safety risk and the unsightly nature of the channel. There are also secondary issues which are impacted on the development potential of land adjoining the drain. Stakeholders have requested that Council install pipes (or culverts) to fully contain all the stormwater flows.



Lots with the drainage running through them have been highlighted in the above map. There are also impacts on each lot which is immediately adjacent to the channel.

In order for Council to undertake any works within the private land, there is a need for a registered drainage easement to be in place across all impacted lots.

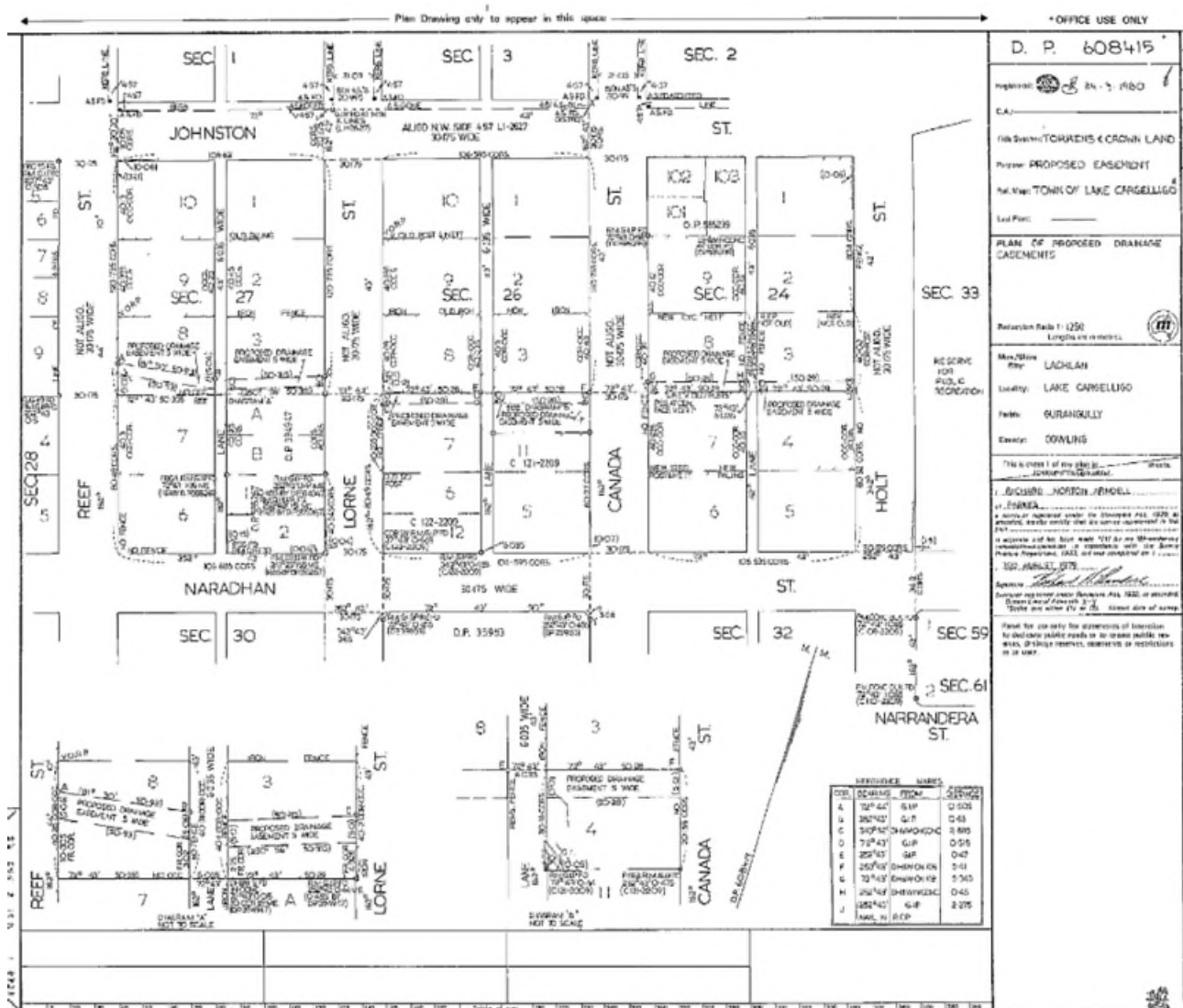
A title search was completed to confirm the status of any easements on all of the properties adjacent to this drainage channel. An easement is recorded on the following properties.

Lot	Sect	DP	Property Address	Easement Width
3	24	758595	30 Holt Street LAKE CARGELLIGO	5 metres
8	24	758595	31-33 Canada Street LAKE CARGELLIGO	5 metres
3	27	758595	30 Lorne Street LAKE CARGELLIGO	5 metres
8	27	758595	29-31 Reef Street LAKE CARGELLIGO	5 metres
7	26	758595	23 Lorne Street LAKE CARGELLIGO	5 metres
8		39871	34 Reef Street LAKE CARGELLIGO	3 metres
4		39871	33 Grace Street LAKE CARGELLIGO	3 metres

An easement is not recorded on the title of Lot 4 Section 26 DP 758595, (26 Canada Street). This is problematic for Council as it does not permit access for the entire length of the drainage corridor. This is a missing link through the corridor. An extract of the Deposited Plan is shown below. According to this DP, an easement for this drainage corridor is registered in DP 608415.



DP 608415 is shown below. Insert B shows an easement of 5m over Lot 4, section 26. The reasons for the easement not being registered over Lot 4 is unclear. This requires further investigation and clarification.



The consultant has modelled impacts for a variety of design storm events (1%, 10%, 20% Annual Exceedance Probability). It is common practise for residential streets to be have a 20% design standard for the stormwater infrastructure, with the large drainage structures such as bridges to have a 1% design standard for the infrastructure.

The consultant was asked to develop 3 design solutions

- 1) Completed piped solution, as requested by 2 stakeholders
- 2) A partially piped solution to contain the 20% storm, with the larger storms flowing overland
- 3) Erosion control structures only, with all flows remaining overland.

The consultant has divided the channel into 2 systems, System A (Grace to Canada St) and System B (Canada to Holt St). The assessment highlighted that the flows and impacts of these 2 systems are different and therefore require different solutions.

System A – Grace to Canada Street

General discussion points for System A options are contained in the table below.

Method	Advantages	Disadvantages
Method 1 - Stormwater system with pipe network system only.	- An underground stormwater management system which does not require regular maintenance.	- As there is no alternative route to divert stormwater if the pipe system blocks, the downstream lands will be flooded and will cause a threat for human life and environment
Method 2 - Stormwater system with an open channel system and a pipe system designed for AEP 20% (5yr).	- Provide a low flow pipe to remove nuisance flow. - Reduce the danger associated with blockage in the pipe system as open channels provides an alternative path to safely carry stormwater.	- Require regular maintenance. - Require acquiring more lands from adjacent lands.
Method 3 - Stormwater system with minor changes to the existing system.	- This is the most cost effective system. - Only require minor adjustments to the existing system.	- Require regular maintenance.

Cost estimate for the design concepts are shown in the table below.

Method		Sub Total Cost (\$)	Total Estimated Cost (\$)
Method 1 - Stormwater system with pipe network system only.	Main system	1,000,000	9,000,000
	Branched drainage system	8,000,000	
Method 2 - Stormwater system with an open channel system and a pipe system designed for AEP 20% (5yr).	Main system	600,000	4,300,000
	Branched drainage system	3,700,000	
Method 3 - Stormwater system with minor changes to the existing system.		-	150,000

This summary shows that in order to fully contain the largest storm events within a piped solution, with additional branch drainage pits and pipes, it is estimated to cost around \$9M. The size of the largest pipes for this design option is 1500mm diameter pipes. The cost to control the 20% storm event is also significant, with an estimate of \$4.3M. The size of the largest pipe for this design option is 1200mm diameter. The majority of this cost is in the branch drainage infrastructure, which would collect and pipe flows from City Street to the south, and Johnson St to the north. Method 3, is a low impact option, with a combination of grassed swales, erosion control structures, rock lining of the channel in places, small pipes to contain the very small storm events and improve safety through signage and fencing. This option has a modest cost of \$150k. This solution requires up to an 8m wide easement. The current easement is only 5m.

System B Canada to Holt Streets

The designer identified that containing the 1% storm in a pipe is not feasible for this part of the stormwater system. Therefore there are only 2 possible design solutions for this part of the system.

- 1) A concrete lined channel only, and
- 2) A rock lined channel, with a low flow pipe.

**** It should be noted that the estimated costs for option 1 and 2 do not included the legal and potential owner compensation costs of acquiring and widening the necessary easements. ****

Option 1 requires a 9.5m wide easement to contain the stormwater flows from the 1% storm. The estimated cost for this design option is \$800k.

Option 2 requires a 7m wide easement to contain the stormwater flows from the 1% storm. The estimated cost for this design option is \$90k.

The report highlights that if the additional width is not available to construct this wider channel, then the consequence is that the stormwater flow is deeper, increasing the safety risk.

Method	Advantages	Disadvantages
Method 1	- Safety associated with this system is higher than the Method 2	- Council need to acquire 4.5m wide land from the lands adjacent to the existing open channel running from Canada Street to Holt Street.
Method 2	- This is the most cost effective system which require minor changes to the existing system	- This system is not safer for children and adults at 1% AEP rainfall (If someone entered the open channels)

FINANCIAL AND RESOURCE IMPLICATIONS

This investigation has taken a considerable length of time as the administration time required to progress this matter has been given to other higher priorities across the shire.

The options presented through the report highlight the need to balance available finances, stakeholder demands, risk and ongoing maintenance. It is clear through the assessment that the design solution to pipe all storm events up to the 1% storm is not financially viable for Council. Council does need to consider what an acceptable cost would be, and what compromises are acceptable where stakeholder requests are not feasible.

LEGAL IMPLICATIONS

Council requires an easement over private land, if it is to construct and maintain stormwater infrastructure within the private land. It is necessary to investigate the reasons for no easement being registered throughout the entire corridor. Some of the design options would require Council to obtain additional easements above what already exists. Through the stakeholder process, it would be necessary to gauge how receptive the stakeholders are to the different options.

RISK IMPLICATIONS

Risks to public safety are discussed throughout the report and are a consideration for each design option that has been considered. Council is required to balance the actual risks with the perceived risks to persons and to property and also the financial risks

STAKEHOLDER CONSULTATION

This matter has been briefly discussed with Councillors at Pre-meeting briefings. Council staff are eager to engage with impacted landholders, as there are a number of residents who are seeking an outcome of this investigation. Stakeholder engagement is required to ascertain how receptive impacted land holders would be to an additional easement being placed over private land. The consultant prepared a 2 page summary of their investigation to be used for stakeholder engagements. Council should provide feedback on the appropriateness of this material.

OPTIONS

1. Distribute the 2 page summary prepared by the consultant to impacted residents and seek their feedback on the findings.
2. Modify the 2 page summary and report prepared by the consultant to be more “user friendly” and seek feedback from the residents on the findings
3. Hold an information session with the impacted residents and present the finding of the investigation face-to-face, providing an opportunity for the residents to ask direct questions.

CONCLUSION

A summary of the investigations undertaken by MJM Consulting Engineers on the stormwater drainage between Grace and Holt Streets in Lake Cargelligo is contained in this report. Council has been presented with stormwater treatment options and given the opportunity to nominate a future direction for the project

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 7.3 Provide adequate town drainage.

ATTACHMENTS

1. **Stormwater improvement report - MJM Consulting Engineers**
2. **2 page summary for public consultation**

10 DEPUTATIONS

11 NOTICES OF MOTION

Nil

12 NOTICES OF RESCISSION

Nil

13 DELEGATES REPORT**13.1 DELEGATES REPORT****TRIM Number: R23/364****Author: Executive Assistant****RECOMMENDATION**

That:

1. The Delegates Report No. R23/364 on the Country Mayors Association of NSW General and Annual General meetings be received and noted.

PURPOSE

To provide Council with a report on The Country Mayors Association of NSW Inc General Meeting and Annual General Meeting held on 24 November 2023 in Sydney, attended by the Mayor and General Manager. This event was again strongly supported by our members and members of Parliament from all political persuasions, more than 120 people were in attendance.

The meeting was held in the Theatrette at Parliament House, Sydney and the agenda was full of guest presenters, these included the Federal Minister for Local Government and Regional Development the Hon Kristy McBain, Premier of NSW the Hon Chris Minns, Minister for Skills, TAFE and Tertiary Education the Hon Steve Whan, Minister For Water, Housing, Homelessness, Mental Health, Youth and the North Coast the Hon Rose Jackson, Shadow Minister for Agriculture and Natural Resources the Hon Dugald Saunders, Shadow Treasurer and Shadow Minister for Industrial Relations the Hon Damien Tudehope and Shadow Minister for Water and Crown Lands the Hon Steph Cooke.

Also, highlights from the General meeting were:

- Members voted unanimously to endorse a new member: Central Darling Shire Council, that now brings our membership to eighty-five (85) members and two (2) associate members.
- Immediate Past Chairman, Cr Ken Keith OAM gave a heartfelt acknowledgment of the outgoing Secretariat, Mr Allan Burgess detailing his 14 years' service to CMA. A small gift was presented.
- Outgoing Executive, Cr John Medcalf was recognised for his dedication and service to CMA over his past term and a small token of appreciation was presented during the meeting. Cr Medcalf spoke of how proud he is to have served and commended the organisation on recent achievements.
- Forbes Shire Council and Kempsey Shire Council were named as the successful Councils to host a general meeting outside of Parliament House during 2024. These meeting dates are 8 and 9th of April in Forbes and 13 and 14th of June in Kempsey.

- A signing ceremony was conducted to reaffirm the MoU between LGNSW and CMA, the agreement was review and strengthened with the view of the two organisations, were appropriate, look to hold events that support the objectives of both organisations.
- Deputy Chairman, Mayor Rick Firman OAM announced the winner of the CMA scholarship award to Ms Hayley Gould from Forbes Shire Council, Hayley was very appreciative for the award and she gave members an insight into her career choice and what it is like working with an amazing team at Forbes Shire Council.
- During the AGM the casual vacancy on the Executive was filled by Mayor Pat Bourke from Federation Council after a contested ballot. Congratulations to Mayor Bourke and on behalf of the Executive of CMA thank you to all who nominated for the vacancy.
- Also, during the AGM the meeting dates for 2024 were endorsed and are listed below, the membership fees for 2024 were endorsed and the appointment of a new Secretariat in RDANI was also endorsed for a twelve-month period.

The first General Meeting of the Country Mayors Association of NSW for 2024 will be held on Friday, 22 March commencing at 8.30am in the Theatrette at Parliament House, Sydney. Invited speakers include the Premier of NSW, the NSW Treasurer, and the Minister for Local Government, along with the NSW Opposition Leader, Minister for Police, Shadow Minister for Police, NSW Police Commissioner, NSW Police Association representative, NSW Bureau of Crime Statistics and Research (BOSCAR) representative and Ms Jenny Stevenson from Royal Far West.

SUPPORTING INFORMATION

The Minutes from the General Meeting and the Annual General Meeting are attached.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong effective and responsive Council.

ATTACHMENTS

1. **The Country Mayors Association of NSW Inc - General Meeting Minutes.**
2. **The Country Mayors Association of NSW Inc - Annual General Meeting Minutes.**

13.2 DELEGATES REPORT**TRIM Number: R23/365****Author: Executive Assistant****RECOMMENDATION**

That:

1. The Delegate's Report No. R23/365 on the Central NSW Joint Organisation meeting held on 23 November 2023 be received and noted.

PURPOSE

To provide Council with a report on the Central NSW Joint Organisation Board Meeting attended by the Mayor and General Manager on 23 November 2023 in Sydney.

SUPPORTING INFORMATION

The report from the Central NSW Joint Organisation is attached.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong effective and responsive Council.

ATTACHMENTS

1. **Central NSW Joint Organisation Board Meeting - Report from the Mayor.**

14 CORRESPONDENCE

14.1 CORRESPONDENCE

TRIM Number: R23/363

Author: Executive Assistant

RECOMMENDATION

That:

1. The Correspondence Report No. R23/363 be received and noted.

PURPOSE

To provide Council with details of correspondence received in December.

SUPPORTING INFORMATION

Tourism Centre Opening – E-mail received from John Payne.

NSW ALGWA 2024 Conference – Registration Information.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

CSP 4.2 Strong effective and responsive Council.

ATTACHMENTS

1. E-mail received - John Payne.
2. NSW ALGWA 2024 Conference - Registration Information.

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 Request for water account adjustment Assessment 1023359

This matter is considered to be confidential under Section 10A(2)a and 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 personnel matters concerning particular individuals (other than councillors) and discussion in relation to the personal hardship of a resident or ratepayer.

17.2 Request for water account adjustment 1031899

This matter is considered to be confidential under Section 10A(2)a 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 personnel matters concerning particular individuals (other than councillors).

17.3 Short Term Licence Agreement -Tullibigeal Community Centre and Swimming Pool Reserve Management - Tullibigeal Fire Appliance Display

This matter is considered to be confidential under Section 10A(2)c and 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

17.4 Water leak allowance application Assessment 1040018

This matter is considered to be confidential under Section 10A(2)a 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 personnel matters concerning particular individuals (other than councillors).

17.5 Request for water account adjustment 1023375

This matter is considered to be confidential under Section 10A(2)a 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 personnel matters concerning particular individuals (other than councillors).

17.6 Outstanding rates, charges and water consumption - Lake Cargelligo Sports Club Assessment 1034724

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.

17.7 LACHLAN SHIRE VISITOR INFORMATION CENTRE CAFE MANAGEMENT SUBMISSION

This matter is considered to be confidential under Section 10A(2)c and 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 information that would, if disclosed,

confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

17.8 Tender Assessment - Project Management for NSW Natural Disaster Restoration of Essential Public Assets

This matter is considered to be confidential under Section 10A(2)dii 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 competitor of the council.